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CULTURE



1991
CULTURAL DIVISION
ANNUAL REPORT



THE DEPARTMENT OF CULTURE AND RECREATION
THE CORPORATION OF THE CITY OF HAMILTON



March 1992

Friends,

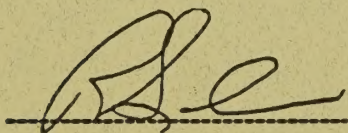
Culture has advanced most noticeably in 1991.

It has been a tribute to the staff commitment and collective support for the work that we share.

Arts, Heritage and cultural diversity are valued principles for an enhanced quality of life. Together the message can be strengthened to reach our citizens and tourists more effectively.

I appreciate the dedication of staff, committees and volunteers and I can assure you of a high level of department support.

Sincerely,

A handwritten signature in dark ink, appearing to be 'R. Sugden', written over a horizontal dashed line.

Robert Sugden
Director of Culture & Recreation

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MANAGER OF CULTURAL SERVICES REPORT

CULTURAL SERVICES REPORT

Manager of Cultural Services

1991 was a year marked by many accomplishments and beginnings for the Cultural Division. Staff and volunteers are to be commended for their work and commitment.

As part of The Department of Culture and Recreation's commitment to voluntarism, the work of the Cultural Division's two citizen advisory committees must be recognized. Both the Arts Advisory Committee and the Hamilton Historical Board advised staff on various policies and issues throughout the year ensuring that staff met the needs of Hamiltonians. Both committees met once per month and spent many additional hours on special assignments and projects.

The Arts Advisory Committee planned and implemented the first annual Arts Awareness Month in May 1991. This well received event achieved its success from the participation of artists, arts groups, the museums, galleries and the community at large. In all, this event enriches the arts in the community and helps to better the quality of life in Hamilton. The Hamilton Historical Board's Plaquing Committee initiated its first commemorative plaque and added two more designation plaques to the continuing programming. Also, the Historical Board formed a task force to implement a Grounds Use Policy for Dundurn Park. The museums continue to utilize the assistance of individual and group volunteers. In total, approximately 250 - 300 individuals are involved in heritage and arts and assist with programmes, special events, exhibits and steering committees. Co-op students and Ministry of Community and Social Service clients continue to play an important role in the daily operations of the museums.

Hamilton was the host city of the Canadian Museum Association's 1991 Annual Conference. The Manager of Cultural Services served on the planning committee as Chair of Local Arrangements. The June conference was the best attended CMA Annual meeting to date, with over five hundred delegates attending. Staff from all museums continued to upgrade their skills and keep up with museological issues and priorities, conferences attended focused on military, arts clinics, archaeological, youth and living history museums. As the Canadian Museum Association and Ontario Museum Association conferences were held nearby and several staff had the opportunity to attend many of the day sessions.

The Manager of Cultural Services attended:

- the Canadian Museum Association Annual Conference
- "Partnerships and Collaborations"
- American Association of State and Local History Annual Meeting
- Canadian Museum Association Affairs Symposium

The Cultural Division's Annual Meeting was held in February. The speaker, Tom Reitz, from Doon Heritage Crossroads in Kitchener, talked about museum challenges for the 1990s. The Manager also attended weekly senior staff meetings within the Department of Culture and Recreation. The Manager represented cultural concerns at these meetings. Each museum also had monthly staff meetings to address site concerns and have staff training sessions. The Curators met bi-weekly with the Manager to discuss broad issues affecting all museums.

Advertising and Promotions

During 1991 new marketing initiatives were developed. More aggressive than in past years, the new policy targeted two primary markets: education and travel trade. The new marketing efforts will continue to showcase the museums as the community resource and tourist attractions which they represent.

Promotions

The culture division attended the following tourism training and promotional market places:

- Travel Expo - Buffalo, New York
- Travel Trade Marketplace - Buffalo, New York
- Heritage Day Ceremonies and Display - City Hall
- Attractions Ontario Annual Meeting - Niagara Falls
- Tourism Marketing Trade Conference
- Marketing Conference - North Bay
- Festival Country - Marketing and Media Relations Seminar - Brantford
- 1992 Tourism Outlook Conference - Canadian
- Ambassador Awards Marketplace - Carmen's Banquet
- Tourism Research Institute - Toronto Centre
- National Tourism Awareness Week Marketplaces - Eastgate Square Mall,
- Winter Festival of Friends - Hamilton Convention Centre
- McMaster University Business School Students/Marketing Study

Other Promotions and Public Relations Programmes

- The museums co-operated with Attractions Ontario, the Ministry of Tourism and Recreation, Coca Cola and the American Automobile Association in coupon discounts. The programs were successful.
 - On May 18th free admission was given as a joint venture of local attractions during National Tourism Awareness Week.
 - Coupons for discounts were advertised in Entertainment 91 books.
 - Museum In-Site - the divisional newsletter was continued.
-

Other Promotions and Public Relations Programmes ... Continued

- Staff continued to share their expertise as speakers at conferences and throughout the community for outreach programmes. Many also served as officers of heritage and arts organizations and committees. Numerous complimentary letters were received acknowledging staff on their professionalism.

Brochures

Approximately 22,710 were mailed and distributed to tourism offices, information centres, hotels and attractions in the area and abroad. The Education/Programme brochures for each of the museums were designed and printed in 1991 and the new Travel Trade.

Advertising

Advertisements were placed in many local newspapers and magazines as well as in specialized journals; for example; Kid's Toronto for the Children's Museum and Live Steam Magazine for the Hamilton Museum of Steam and Technology.

In addition, advertisements and museum information were included in the Group Planners Guide distributed by the Visitors & Conventions Services of the Region; Guest Directories of Canada which would be placed in each hotel room at the Sheraton and Connaught Country which are widely distributed.

The Museums of the City of Hamilton lure brochure was reprinted.

Professional Associations/Committees and Memberships

- Designate Board member on Attractions Ontario
 - Joint Plaquing Sub-committee Staff resource
 - Representative on Ontario Museum Association Task Force - Government and Public Affairs
 - Member of the Hospitality Committee of the Chamber of Commerce and Tourism Update Committee, Visitors and Convention Services
 - American Association of State and Local History
 - Society of Industrial Archaeology
 - American Association of Museums
 - Association of Cultural Executives
 - Canadian Museum Association
 - Ontario Museum Association
 - Festival Country
-

Professional Associations/Committees and Memberships ... Continued

- Ontario Historical Society
- Association for Preservation Technology
- Visitor Studies Association
- Canadian Federation of Friends of Museums
- ICOMOS (International Council on Monuments and Sites)
- New York State Historical Association
- Council for Northeast Historical Archaeology
- Hamilton and Region Arts Council
- Grater Hamilton Heritage Association
- Alberta Museums Association

External Funding Sources

The valued financial contribution and assistance of the following outside organizations is to be recognized:

- The Ministry of Culture and Communications.
- The Native Women's Centre.
- The Hamilton Foundation.
- The Ministry of Community and Social Services.
- The Musicians Trust Fund.
- The Hamilton Spectator.
- The Garden Club of Hamilton.
- The Ontario Arts Council.
- The Canadian Museum Association.

Highlights of 1990

- Funding was approved for capital restoration work for Dundurn Castle and Whitehern.
 - A successful archaeology programme at Dundurn Castle and the beginning phases of the landscape preservation project.
 - The completion of the Collections Development Study at the Children's Museum.
 - Communications fax and mail.
 - A visit to both Whitehern and Dundurn Castle by the Governor General's wife.
 - The initiation of cost-sharing negotiations between the Ministry of the Environment and the Museums of Steam & Technology.
 - Heritage Day Ceremonies.
 - Manager - Cultural Services was honoured as a Convention Ambassador.
 - The affiliation between the Hamilton Military Museum and the Canadian War Museum.
-

Highlights of 1990 ... Continued

- City Approval to purchase the Gardener's Cottage next to Dundurn Park.
- The establishment of arts programming in the recreational centres.
- The first annual Arts Awareness Month.
- The beginning of fundraising efforts by the Garden Club of Hamilton for the Garden Restoration at Dundurn Castle.

Overall, 1991 was a year for the advancement of Culture in Hamilton. With Canada celebrating its 125th anniversary in 1992 and the present Constitutional impasse, Culture is more important than ever. Our Culture represents Canadian identity and contributes tremendously to the quality of life of all citizens and reflects the social, economic, political and aesthetic concerns of everyone. Our museums with their different and unique mandates interpret the past and present to enable us to understand and prepare ourselves for the future. In Hamilton itself, the arts were advanced through the creation of both Arts Awareness Month and Arts in the Centres. Heritage was strengthened by restoration work, archaeology and new marketing efforts. In all terms, economic, social and historical Culture is a vibrant part of life in Hamilton.

HAMILTON HISTORICAL BOARD REPORT

HAMILTON HISTORICAL BOARD

1991

Chair	▶	David Cuming*
Vice-Chair	▶	Murray Aikman

Alderman G. Copps
Alderman Wm. McCulloch*

Brian Henley* (LACAC Appointee)

Margaret Anderson-Herrmann

Melville Bailey

David Beland

Ken Bennett*

David Doherty

Carolyn Gray

Stewart Leslie

Dennis Missett* (Chair Plaquing Sub-Committee)

Walter Peace

James Rollo

Secretaries	▶	Susan Reeder
	▶	Charlene Coutts
	▶	Kevin Christenson

Staff	▶	Marilynn Havelka
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* Plaquing Sub-Committee Members

The Hamilton Historical Board is an advisory committee to the City of Hamilton Parks and Recreation Committee. The Board comprises fourteen members: eleven drawn from a variety of heritage interests in the community, two City of Hamilton aldermen and an appointee representing the City of Hamilton Local Architectural Conservation Advisory Committee (LACAC).

In 1991 the Board re-elected David Cuming as Chairman and Murray Aikman as Vice-Chairman. The Board formed several sub-committees to address particular issues of pressing concern to the Board.

A Sub-Committee under the guidance of Board member Dennis Misset (Chair) assisted by Board members Alderman McCulloch, Ken Bennett, Murray Aikman and Brian Henley administered the new joint plaquing programme established in conjunction with LACAC. The programme is intended to celebrate Hamilton's rich heritage by plaquing historic buildings, events and activities within the community. The committee recommended three plaques: two for designated heritage buildings and a third to celebrate prominent Hamiltonian John Gibson. These were formally presented to individual property owners and members of the Gibson family at the 1992 Heritage Day celebrations held in City Hall.

The results of building condition assessment studies undertaken for Dundurn Castle and Whitehern that had been vigorously supported by the Board resulted in a number of works being undertaken in 1991. These included major roof repairs at Dundurn and restoration of the front steps at Whitehern. Archaeological work was also commenced at Dundurn, revealing many artifacts and new insights to historical construction and change at this nationally important site.

The Board supported the consulting work at the Children's Museum which this year, with the assistance of a consultant, examined future directions in collections management at this very popular venue. Board member Margaret Anderson-Herrmann continued to serve as liaison between the Board and the Children's Museum Steering Committee.

As per its mandate the Historical Board advised on numerous matters and issues during the year. The development of a grounds use policy for Dundurn Park was a key initiative. The policy, adopted by City Council, seeks to ensure that Dundurn's grounds are managed in a sensitive fashion, in keeping with the national heritage significance of this City owned property.

Two board members had the opportunity to attend two conferences. David Doherty attended the Legal Affairs Symposium offered by the Canadian Museum Association and Dennis Missett attended the Ontario Historical Society/Heritage Canada joint conference.

1991 appeared, with hindsight, to be yet another particularly busy and productive year and I would like to take this opportunity to thank all Board members for their diligence, interest and participation. Thanks must also go to members who left this year, namely Murray Aikman, James Rollo and Reverend Melville Bailey. Marilyn Havelka, Manager of Cultural Services and Kevin Christenson, Secretary to the Board are also to be commended for their excellent service to the Board.

In ending this year's report special thanks and appreciation must be extended to all Museums' staff for their very high standards of professionalism that attracted to their respective museums so many thousands of visitors to the City of Hamilton. The staff of the Hamilton Museum of Steam & Technology must also be congratulated for their success in attracting over 10 000 visitors in annual attendance. Thanks must also go to the staff of the Hamilton Military Museum for showing considerable initiative in working with the Canadian War Museums in developing a mutually beneficial partnership in presenting military history to the residents of and visitors to Hamilton.

Thank you once again.

David Cuming,
Chair, Hamilton Historical Board, 1991.

CULTURAL DIVISION

SUPERVISORY STAFF (AS OF DECEMBER 1991)

- | | |
|----------------------------|-------------------|
| Manager, Cultural Services | ▶ Marilyn Havelka |
| Arts Co-ordinator | ▶ Cheryl York |

DUNDURN CASTLE

- | | |
|-----------------------------|-----------------|
| Curator | ▶ Bill Nesbitt |
| Curatorial Assistant | ▶ Don Patterson |
| Head Historical Interpreter | ▶ Dave Adames |
| Gift Shop | ▶ Mary Markham |

THE CHILDREN'S MUSEUM

- | | |
|----------------------|-------------------|
| Curator | ▶ Marjorie Denton |
| Curatorial Assistant | ▶ Lois Corey |
| Education Officer | ▶ Larry Nettleton |

THE HAMILTON MILITARY MUSEUM

- | | |
|----------------------|-------------------|
| Curator | ▶ Brenda Brownlee |
| Curatorial Assistant | ▶ Fran Donnelly |

THE HAMILTON MUSEUM OF STEAM AND TECHNOLOGY

- | | |
|----------------------|-------------------|
| Curator | ▶ Ian Kerr-Wilson |
| Curatorial Assistant | ▶ Dallas Wood |

WHITEHERN

- | | |
|----------------------|-----------------|
| Curator | ▶ Ania Latoszek |
| Curatorial Assistant | ▶ Diane Collins |

CITY ARTS REPORT

ARTS ADVISORY SUB-COMMITTEE

1991

Chair

► Chuck Renaud

Vice-Chair

► Peter Mandia

Alderman Mary Kiss
Alderman David Wilson

Glen Mallory
Janna Malseed
Carmen Nemeth
Lynda Morris
William Powell
Liz Robinson
Bob Mason
Joe Gaul
Vitek Wincza
Dolores Prendergast

Secretaries:

► Susan Reeder
► Charlene Coutts

Staff:

► Cheryl York

CITY ARTS: THE YEAR IN REVIEW

The City's commitment to addressing arts issues showed progress in 1991 in a number of different ways. City staff, from the Mayor's office to the Department of Culture and Recreation, continued to work with the Arts Advisory Sub-committee, the Arts Awareness Organizing Committee and the Art in Public Places Policy Steering Committee to build lasting arts partnerships.

Highlights

- May, first Arts Awareness Month project; to become an annual event to promote the arts
- City notifies Ministry of the Department of Communications of its support for the proposed Status of the Artist Legislation
- Annual Hamilton Arts Award-Trevor Hodgson 1991 recipient
- Continuing work on public art policy draft
- Involvement in Hamilton Place Task Force report
- Hamilton Foundation and the Ontario Arts Council assisted with the funding of the "Go Show", May/June, at the CN (VIA) Station
- September, organizing begins for 1992 Arts Awareness project
- September, new staff assigned (Shari Johnson) to establish Arts programming in recreation centres
- Development of Terms of Reference for an Urban Design (Public Art) Study for City Hall property, an interdepartmental project under the auspices of the Mayor's office
- Endorsement of proposal for the continuing of West Avenue School's arts facility
- Sub-committee provides input on grants applications from arts organizations
- First annual "Grants Workshop"
- City nominates Mr. Irving Zucker for the Department of Communications' Lescarbot Award
- Department submits capital budget request for future arts facility
- Internship employee approved to do inventory of art works owned by City of Hamilton
- Assistance with visual art exhibit exchange with Flint, Michigan during CANUSA games
- Distribution of copies of "Building with Music" locally, nationally and internationally
- Arts and the Cities' Annual Meeting held in City Hall, June 1-16, 1991.

Highlights

- Work continued on the public art policy draft, scheduled to be completed in the Spring of 1992
- Hamilton was represented at the Edmund C. Bovey Clinic on public art in March by Chuck Renaud
- Staff attended the 17th Annual Conference on Social Theory, Politics and the Arts
- Staff conducted a workshop for the Society of Directors of Municipal Recreation of Ontario on arts policy development

DUNDURN CASTLE REPORT

DUNDURN CASTLE

Dundurn Castle is one of the oldest historical museums in the province, having first opened its doors to the public on Empire day in 1900. It served as a general collection museum for the City until 1964, when it was temporarily closed for restoration. During the following three years a dedicated team of citizen volunteers and pioneers in the field of heritage conservation worked on Hamilton's major federal centennial project: the return of Dundurn Castle to its splendour of the mid-nineteenth century, when its builder, Sir Allan MacNab, was Prime Minister of the United Canadas.

Since its reopening in 1967 as a living history site, over 1 1/2 million citizens, school children and visitors to Hamilton have enjoyed a wide variety of tours, exhibitions, programmes, and special events, all designed to promote awareness of the life and times of Sir Allan and Dundurn, and their importance in the development of the community of Hamilton.

At the same time, the museum fulfils an important custodial role, safeguarding the physical heritage of the community, in the form of the buildings, grounds, archaeological resources and artifact collection for future generations.

Statement of Purpose

Dundurn Castle is owned and operated by the Corporation of the City of Hamilton, under the direction of the Department of Culture and Recreation.

It has been established as a public museum to collect, preserve, research, house, exhibit and interpret, according to museum standards, all those artifacts which best serve to illustrate the life and time of Sir Allan Napier MacNab (1798-1862), his family, buildings, and surrounding gardens, with a focus date of 1855. The museum will promote public awareness through tours, exhibitions, programmes and written documentation. Interpretive programmes, including demonstrations and activities, will never be a risk to the buildings and objects in the collection as preservation will always be the first consideration.

The Castle will serve the residents of Hamilton and surrounding areas as well as visitors from Canada, the United States and those from abroad.

This statement may not be altered without the consent of the Corporation of the City of Hamilton.

Attendance & Revenues

<i>Category</i>	<i>1989</i>	<i>1990</i>	<i>1991</i>	<i>% of 91 Table</i>
Adult	29,309	27,975	26,881	45%
Senior	7,758	7,795	6,914	12%
Student	4,356	4,596	5,119	9%
Child	19,035	19,693	20,495	34%
TOTAL	60,457	60,059	59,409	100%

All categories except general admissions were up significantly in 1991. Of particular note there was a 57% increase in programming attendance, and group admissions increases of 20.6% in the student category, and 18.16% in the adult category. These areas were specifically targeted for promotion over the past year through such initiatives as the educational brochure, partial re-assignment of the Head Historical Interpreter to group sales, the creation of an educational liaison person on a provincial grant, and travel trade packages.

Revenue

<i>Category</i>	<i>1989</i>	<i>1990</i>	<i>1991</i>
Admissions	120,487	119,408	121,732
Programme recovery	5,959	8,583	25,477
Outside Activities	68	685	725
Rentals	339	160	0
Grants	47,033	48,910	65,925
Sub Total	175,662	177,746	196,849
Gift Shop/Snack Bar	72,881 (gross)	35,026 (net)	36,349 (net)
TOTAL		212,772	250,208

Revenue generation from educational programmes, workshops, group tours and group packages also reached new heights. In 1990 revenue generated in these areas was \$8,583.00. In 1991, revenue from programming was over \$23,000, representing an approximate 300% increase. This figure supports Dundurn's present marketing strategy of concentrating on promoting educational programming and group tours.

Collections Management

The focus of work on the collection of portable artifacts continues to be the preservation of documentation of the present Dundurn Castle and City of Hamilton collections. To facilitate this work Custodian Don Patterson was reassigned to the position of Curatorial Assistant, Collections. Additions to the collection were only considered if they could be immediately incorporated into a room setting, or safely stored in the present collections storage facility. Many potential artifact donations were referred to institutions better equipped to deal with artifact storage, particularly items such as textiles or works on paper which would not do well at Barton Street Storage.

Acquisitions

- donation of a small padlock for bookcases in "Library"
- donation of a large Sheffield plate tea tray for the "Butler's Pantry"
- purchase of a pair of goblets engraved with cockfighting scenes and mottos for the "Smoking Room"

The process of computerising collection records is well under way, with data input being done by co-op students Alana Chisholm and Nancy Vigeant.

A pair of model ice boats from the City of Hamilton Collection were lent to the Marine Museum of Upper Canada for research purposes, and are featured prominently in a major research paper on the sport of ice boating by Assistant Curator John Summers.

Conservation

A number of major improvements were made to the off-site storage facility. New shelving was purchased and vertical storage screens for framed works were designed and commissioned. A new, more direct, entrance way was built with access from the building's loading doors, and an additional main floor storage area for large and non-artifact items was acquired. Small artifacts will be properly boxed, and medium sized items will be moved from the floor to open storage on padded shelving. Only large items such as furniture will be left on the floor. Location codes for boxes, shelves, and floor areas will be keyed into the Heritage Sentinel collections management system for quick artifact retrieval.

Conservation ... Continued

The old restaurant kitchen was partitioned to create an on-site storage area and clean work room/office for the Curatorial Assistant. Most of the more vulnerable textiles from Barton Street have been properly boxed and moved to this area where temperature, humidity and air quality is better and more consistent.

A large needlework acquired last year for the "Girls' Sitting Room" received conservation treatment from private conservator Theresa Charboneau prior to being installed.

A broken and badly repaired 18th century wine glass was accepted by the provincial conservation lab for conservation treatment.

Building Conservation and Maintenance

Continued deterioration of main building roof framing and interior plasterwork was arrested with the completion of seven new roof areas comprising two slate roofs, three built-up flat roofs, and two copper roofs. As well, much of the detailing such as gutters and downspouts was renewed. All work was carried out according to accepted conservation principles and practices under the direction of Quadrangle architects. Of particular note was the replacement of roof edge balusters: most were 1960's replacements, however, a small number of original balusters were discovered with a slightly different profile. All replacements and spares were patterned from the originals.

Temporary repairs were made to the Cockpit roof pending research and restoration of that building.

Application was made to the provincial Cultural Facilities Improvement Programme, and federal Cultural Initiatives and Access to Archaeology programmes for funds to augment the City's contribution to building restoration. Decisions are pending.

25 Tecumseh Street, the cottage built by MacNab for his resident gardener William Reid was acquired from the estate of Mrs. E. Klippenstein. The building, which sits at the north-east corner of the park, will first be used as a work space and classroom for the archaeological project. Eventually it will be restored and incorporated into historical programming.

Archaeology

The first phase of the Capital Re-restoration Project began with the hiring of a contract Archaeologist and crew. Excavators Michael Gibbs, Linda Gibbs, and David Crouse, and Material Culturalist Heather Henderson worked under the direction of John Triggs in the "Kitchen Courtyard", around the main building foundations and in a basement area. Besides completing the field work, the crew, with much volunteer assistance, assembled a wealth of new documentary evidence of the earlier appearance and use of the Dundurn Estate which will be invaluable throughout the restoration project. A complete report will be available in March 1992.

Negotiations with McMaster University for an archaeological field school came to a successful conclusion. Fifteen (15) students and a teaching assistant, all funded by McMaster, will undertake a project in the area of suspected War of 1812 earthworks beginning in June 1992.

Landscape Preservation

A formal request was made to the National Sites and Monuments board for consideration of the restoration of the Dundurn Landscape as a cost sharing project. The Board responded by commissioning a study on the integrity of the surviving 1850's landscape. A favourable report went to the November review board meeting and a Minister's decision is imminent.

In response to a growing threat from inappropriate programming and activities a draft "Grounds Use Policy" was prepared for Dundurn and Harvey Parks for deliberation by the Hamilton Historical Board. This policy will define the nature of these historic parks and help safeguard the buildings and above and below grounds features of the site while allowing their continued controlled use as public parkland.

Exhibitions

Permanent

Several changes were made to the period room settings. An anachronistic wardrobe was removed from the "Girls' Sitting Room", and several large artifacts were re-arranged on the second floor for the purposes of interpretation and safeguarding the collection.

Temporary

Dundurn in Art, an exhibition of 19th and early 20th century artists' depictions of the Dundurn estate, was displayed in honour of "Arts Awareness Month".

A collection of archival material documenting the development of Sir Allan MacNab's grounds and gardens was exhibited to coincide with a lecture by Dr. Peter Thoday.

A seasonal exhibit of Victorian Christmas gift items was guest curated by Historical Interpreter Daryl MacTavish and co-op student Nancy Vigeant.

In addition to the above exhibits drawn from the museum's collection, Historical Interpreters Janet Forjan and Shirley Karpf curated a juried art show entitled Limn for Arts Awareness month. All entries were artist's depictions of 19th century Hamilton themes done in traditional media.

Programming

Educational

Over the past two years the staff have undertaken the task of reviewing Dundurn's educational programmes. This effort has resulted in the elimination of out-dated programmes, the revision of others and the creation of new programmes. This exercise was followed as a result the changing needs of the Castle's customers. Today, programmes meet the needs of Dundurn's various user groups. Steps have been taken to address future change in customer needs and programmes will be adjusted accordingly. The Castle's educational brochure was updated in October to reflect the programme changes and was well received by all those who obtained the brochure.

In 1991 a Ministry of Culture and Communications grant was awarded to Dundurn Castle to hire a one year Programme Intern. The Intern's job is to market the Division's educational programmes. The Intern has implemented an efficient distribution of programme materials, including the educational brochures. In addition, the Intern has established a central database of contacts and groups who have utilized the Museum programmes and has initiated sales calls to Boards of Education and individual schools. These efforts will continue for the length of the contract, which expires in May 1992.

The results of this new approach to programming have been significant. Not only does the Castle have a larger community presence than in past years, but also attendance for the programmes and their revenues have increased. In 1989 attendance for programmes (those exclusive of house tours) was 1583. In 1991 the total was 6348, representing a 400% increase. For group tours, which include both educational group tours and bus groups, attendance has increased from 13,757 in 1989 to 14,614 in 1991, a 6.2% increase. Given prevailing market conditions, these figures represent a significant breakthrough in both the educational and group tour market.

The following programmes are presently being offered at Dundurn Castle:

- Life of a Servant
- Then & Now
- Christmas Tours
- Travel & Tourism
- Upstairs/Downstairs

Special Tours

Special tours were also offered to Dundurn's user groups including:

- Collector's Tours
- French Tours
- Tours for Physically Challenged Persons
- FAM Tours (Familiarization Tours) for Travel Trade staff

Travel Trade

In 1991 efforts were made to increase awareness and bookings for Dundurn's tours and packages. The Castle was represented at two travel trade shows: Travel Expo in Buffalo, N.Y. in March and the Canadian Consulate Show in Buffalo in October. New motorcoach packages were created to address the needs of groups visiting the area. Mailings and follow-up sales calls were also undertaken. In all, group tour attendance has increased 6.2% in two years. In 1992 the Museum will be represented at more trade shows, use its tourism partnerships, including the Region's Economic Development Department and Festival Country, increase mailings and sales calls to create a larger presence in the tourism industry.

Special Events

Attendance for the programmes increased dramatically over 1990 levels. The summer had two main events: Microcosm and the Children's Day.

Special Events ... Continued

Microcosm, a demonstration, show and sale of 19th century crafts was held in July. Attendance remained at previous years' levels. However, the exhibitors products were of superior quality to past years. The Children's Day was held in August and was enjoyed by 1200 adults and children. They participated in historical crafts, games and entertainment.

Boris Brott again hosted two "High Tea and History" concerts at the Castle as part of the Summer Music Festival. Both concerts were sold-out and well received by their audiences.

The Garden Club of Hamilton hosted a fundraiser at the Castle for Dundurn's Garden Restoration Project. Dr. Peter Thoday, creator of the B.B.C. series "The Victorian Kitchen Garden", presented an illustrated talk about garden restorations and the potential these restorations have in augmenting historical interpretation. The talk was preceded by tours of the existing Dundurn Gardens and sampling of historical foods. The Garden Club of Hamilton has planned further fundraising efforts in 1992 for the restoration project.

Harvest Home, Dundurn's annual celebration of the Fall harvest, was held in October. The last two years have witnessed the evolution of the event into a successful community event. Participants, who enter their culinary efforts in the cooking contest, are beginning to appreciate the historical background of recipes, ingredients and cooking methods. The Castle has developed a mailing list with contacts of not only participants but also many local businesses and celebrity judges. These business have been generous in sponsoring the event by donating prizes. In 1992 Harvest Home should become an even larger community event.

Dundurn Castle partnered with Mohawk College again in 1991 to run the "Restoring your Old House" course. The course was well attended and furthered this important community partnership with Mohawk College.

For Christmas Dundurn held a joint adult craft workshop with Battlefield House in Stoney Creek. The emphasis behind the workshop was to gain an appreciation of the Christmas season between the years 1800 and 1855. The workshop was an immediate sell-out for the second straight year.

Christmas Candlelight Tours were an overwhelming success in 1991, with more attendance than ever before. These tours helped Dundurn reach a December attendance total of 10,500 for the first time in years.

Outdoor Historical Programming

Two Outdoor Activities Assistants worked under the guidance of the Programme Intern to implement the Summer Outdoor Programme. The programme consisted of historical games, crafts, entertainment and a Castle visit.

The programme was the best attended summer programme to date, with over 1,000 children participating.

Professional Development

Training

The importance of training in an education/public service institution such as Dundurn cannot be overstated, and as such remains a priority. Staff took full advantage of general offerings from Human Resources, and programmes offered by museum and professional organizations. Training included:

- monthly staff meetings restructured to provide training and research sharing opportunities, with a focus on interpretive technique and customer service
- a comprehensive training package for all new staff

As well, staff are encouraged to participate in programme evaluation and development and to provide training for new programmes for their peers.

Off-Site

The Curator attended a lecture on 19th century dress construction at the Royal Ontario Museum and a workshop on the restoration of George Brown House, sponsored by the Ontario Heritage Foundation.

The Curator and Curatorial Assistant attended several meetings of the Heritage Sentinel Users Group to obtain practical training on the new collections management software package.

All staff have been encouraged to become members of the Ontario Museum Association, and a number of interpreters are now pursuing the Certificate in Museum Studies at their own expense.

Conferences

A travel grant and the close proximity of the Ontario Museum Association helped to stretch the 1991 travel budget. Conferences and meetings attended included:

- Heritage Sentinel Users' Group meeting (Don Patterson)
- the spring regional meeting of the Association for Living History Farms and Agricultural Museums (David Adames)
- the annual conference of ALHFAM in Edmonton (Bill Nesbitt, assisted by C.M.A. travel bursary)
- a seminar on heritage building evaluation sponsored by the Architectural Conservancy of Ontario (Bill Nesbitt)
- the joint conferences of the Council for North East Historical Archaeology and the Winterthur Museum in Wilmington, Delaware (Bill Nesbitt)
- the annual conference of the Ontario Museum Association in Kitchener (majority of interpretive and curatorial staff attended on a day registration basis)

Research

The focus of research activities was to support the archaeological programme with documentary material. The curator was assisted in this by Historical Interpreter Linda Irvine, who compiled an excellent index to available material, and volunteer Ilia Suter, who unearthed much new documentary evidence, particularly from the military period. Ongoing research was required as the dig progressed in an attempt to explain many unanticipated below ground features.

Parks Canada researcher Fern Graham received assistance in her work from Linda Irvine and Bill Nesbitt. Ms. Graham produced a report on the significance of the Dundurn estate landscape for the National Sites and Monuments Board.

Numerous public research requests were responded to including questions on brewing, clothing, pianos, genealogy, artifact identification requests, building restoration information and queries about items in the collection.

Library

Attendance at the Winterthur conference afforded the Curator access to one of the finest sources of material culture publications on the continent. Reference books purchased included titles on porcelain and ceramics, silver, silver plate, cloth, clothing, and archaeological and interpretive technique.

Community Support

1991 was a high profile year for the Castle and the demonstration of support from the community was overwhelming.

Two long standing community partnerships, with the MacNab Circle and the Garden Club of Hamilton, took on a new dimension with the introduction of capital projects. The MacNab Circle began the year by making the first contribution to the Dundurn Restoration Fund, and were active in promoting the project throughout the year. The Garden Club has undertaken an ambitious fundraising campaign in support of the garden restoration, beginning with a lecture featuring Dr. Peter Today, creator of the B.B.C. series "The Victorian Kitchen Garden".

All special events were well promoted and reported by the local media, with particular support from CHCH and Cable 14.

The archaeological project generated tremendous interest and resulted in eight feature stories and two in-depth television features. The West Hamilton Journal ran a regular archaeological up-date throughout the field season.

A full feature article about the restoration of the Dundurn Estate appeared in the Hamilton Spectator in November and sparked a great deal of public interest.

Gift Shop

The Dundurn Gift Shop continued to do well in 1991 despite the recession. Net revenues were up substantially, as was the average expenditure per visitor. This is attributed to the unique and well priced selection of quality merchandise purchased by Manager Mary Markham. Visitors continually comment on the appropriate nature of the stock, and the pleasant surrounds of the shop. Mary received visits from a number of museum professionals hoping to borrow some ideas for their own institutions.

Mary and her staff acted as ambassadors for the Museums Division at the Winter Festival of Friends, where they operated a gift and information booth.

HAMILTON CHILDREN'S MUSEUM REPORT

THE HAMILTON CHILDREN'S MUSEUM

The Hamilton Children's Museum underwent numerous changes in 1991 while maintaining its market share. Reflecting upon the average losses in the marketplace, the Hamilton Children's Museum's attendance reflected similar downturns. However revenues increased for the year. 1990 was an exceptional attendance year, and cannot be used as a base year for average estimates. Also, the changes in operational formal that occurred during 1991 must settle in.

The Collections Study, Phase Two of the Long Range Plan was completed. This will set an agenda to follow for the next stages of development. An exciting year full of challenges is ahead. The museum is ready to capitalize on its many resources, particularly its skilled team of staff. A strong reputation in the community is an asset, as we build for the future. The Museum is rich in strength, due to a renewed, and expanded Study Team of volunteers committed to the re-development of the Children's Museum and the dedicated staff and City of Hamilton commitment.

Statement of Purpose

The Children's Museum is owned and operated by the Corporation of the City of Hamilton, under the direction of the Department of Culture and Recreation to serve the population and visitors to Greater Hamilton.

The Children's Museum has been established to encourage children of all ages to discover, through a participatory experience, a sensory awareness of the world around us: a knowledge of all aspects of our local area - past, present and future: an understanding of childhood through the ages.

The museum will collect, conserve, preserve, exhibit, interpret and research the artifacts according to acceptable museum standards. it will inform the public through tours, promotion, programmes and written documentation.

Guidelines

- 1) That there will be three exhibits during the year; two of which tie into school curriculum, and one of which runs during the summer, and is of current interest and wide appeal.

Guidelines ... Continued

- 2) That both the pre-schooler and the pre-teen will be provided with at least one learning centre suitable to their age level for each exhibit.
- 3) That the museum will seek to develop a collection of permanent display items, artifacts, and historical object.
- 4) That the museum will seek, when possible, and continue to develop relevant special event programming, on and off site; that the museum will strive to expand extension services to meet the needs of the community at large.

This statement may not be altered without the consent of the Corporation of the City of Hamilton.

Attendance and Revenues

Paid Admission 1991

Students	8,893
Public	6,623
TOTAL	15,516

Groups

Schools	313
Other	59
Gross	372

Free Admission

Adults such as Parents, Teachers and Parent Drivers, Promotion and young children under age.

9,452

Outside activities in Summer, attendance at events: not included in estimates
1,200* (* count taken via rough head calculations)

	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>
<u>Total Attendance</u>	29,789	26,771	32,211	25,307

Attendance Survey

<i>Year</i>	<i>Groups</i>	<i>%</i>	<i>General Public</i>	<i>%</i>	<i>Paid</i>	<i>%</i>	<i>Free</i>	<i>%</i>
1991	8,893	35	16,842	64	15,516	60	9,542	38
1990	11,928	37	20,283	63	20,905	65	11,306	35
1989	9,929	37	16,842	63	17,810	67	8,961	33

Market Draw

General Public

The following statistics are based upon a survey of Guest Book entries for 1991.

TOTAL NUMBER IN SURVEY: 784

General Public ... Continued

<u>Area of Origin</u>	<u>Total</u>	<u>%</u>
Hamilton-Wentworth Region/Halton Region	411	52.2%
Toronto Area	140	17.8%
Ontario (other than above)		52 6.6%
Niagara Area	47	5.9%
Other Provinces	22	2.8%
Cambridge Area	24	3.0%
United States	47	5.9%
Brantford Area	21	2.6%
Other Countries	20	2.5%

Schools

The following statistics are based upon a survey of school group bookings for the entire year 1991 by school board geographical designation.

TOTAL NUMBER IN SURVEY: 290

(this number refers to the number of bookings, **not** the number of persons)

<u>School Boards</u>	<u>Total</u>	<u>%</u>
Hamilton	184	63.4%
Wentworth	30	10.3%
Peel	10	3.4%
Halton	37	12.7%
Lincoln	4	1.3%
Haldimand	1	.3%
Niagara	10	3.4%
Toronto Area	3	1.0%
Brant	7	2.4%
Wellington	1	.3%
Norfolk	0	0.0%
Waterloo	3	1.0%

Market Survey

The following statistics were based upon a survey of Adult Comment Sheets completed over the year 1991.

TOTAL NUMBER IN SURVEY: 361

<u>How Visitors Became Informed About The Children's Museum</u>	<u>Total</u>	<u>%</u>
Word of Mouth	98	27.1%
Repeat Visitor	130	36.0%
Road Signs	11	3.3%
Other		
(not stated): 18 (4.9%)	22 (18 + 4)	6.0% (4.9 + 1.1%)
(at park): 4 (1.1%)		
Tourist Information	8	2.2%
Flyers	11	3.0%
Advertising:		
Spectator: 13 (3.6%)		
Kids Toronto: 10 (2.7%)	63 (13 + 10 + 40)	17.4% (3.6 + 2.7 + 11.0%)
Other: 40 (11.0%)		
School Related	18	4.9%

- decline in tourist market
- exhibit topics and titles, having less marketing impact as they were not "hot" topics.

The museum is in a transition stage. It has undergone changes in format, white changing programming directions in preparation of the new facility scheduled for capitalization in 1995-98. These changes will take some time to settle, and the effects therefore will vary from the pattern established previously.

Revenues

Admission Fees

1991:	\$25,240
1990:	\$30,912
1989:	\$18,433
1988:	\$21,075

The 1991 revenue from admission fees represents an 18% decrease over the 1990 revenue from admission fees. This would in part be due to the following factors:

- 1990 was a bumper year
- the recession
- road construction on Main and King Streets
- late changes in the exhibit schedule

Other Revenues

Grants

Ministry of Culture and Communications Operating Grant	\$22,545
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Ministry of Community & Social Services	\$ 4,440
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Other

Donation Box - Children's Museum Trust Fund	\$ 765.69
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COLLECTIONS MANAGEMENT

Highlights

Collections Study

As part of the second phase of the Long Range Expansion Plan the Museum undertook a Collections Study, the purpose of which was to develop a collection plan for the proposed and expanded Children's Museum. Such a plan would provide guidelines regarding Statement of Purpose, Collections Policy, identification of subject areas for the Collection, and recommended plan of action, both for the interim and expansion stages.

Collections Study ... Continued

The terms of reference for the Collections Development Study for the Hamilton Children's Museum were presented to and approved by the Hamilton Historical Board on August 13, 1991 with the subsequent hiring of a consultant in early November. The study took the form of a consultative process, with the Consultant acting as a facilitator. During the month of November a workshop and interviews, both in person and via telephone took place with staff, user groups, interested persons and other Children's Museums. The consultant also researched pertinent information. A draft report was presented in December. The final report will be presented to the Hamilton Historical Board early in 1992 for approval.

Collections Policy

A revised Collections Policy for the Hamilton Children's Museum was completed and approved which incorporated some of the recommendations presented in the Long Range Plan.

Improved Environmental Controls

In its continuing efforts to meet Conservation Standards laid out by the Ministry of Culture and Communications the Museum initiated consultation with the Ministry Conservation Lab in 1990. Given the particular limitations of the site and its specialized nature, the Ministry was able to offer two realistically achievable recommendations which would help the Museum work towards improved environmental controls: installation of ultraviolet-filtering film on windows and purchase of more accurate hygrometers. Both of these

Improved Environmental Controls ... Continued

goals were successfully met in 1991 and will help the Museum both in procuring sensitive loan material from other institutions in the future (one of the conditions of a loan may often be presence of ultraviolet film on windows) and in preserving its own artifacts while on display. It should be noted that exhibits, while remaining principally interactive in nature, often do incorporate a component of non-touchable artifact materials.

Computerization

Various software packages were investigated for computerization of collections records. An application for a Wintario Intern was submitted to assist in this process. Implementation of same is planned for 1992 subject to budget approval.

Trillium Network Hook-up

Installation of the Trillium Network system and modem will enable the Children's Museum to access other Museum collections through a linked data base.

New Exhibit Schedule

In 1991 approval was received to reduce the number of exhibits offered per year from three to two, therefore reducing the number of acquisitions and loans required during 1991.

Exhibit articles were acquired or borrowed for two shows during the year 1991:

1. In My Neighbourhood (Exhibit #38) (March 1991-June 1991)
2. Hamilton and Its Twin Cities (Exhibit #39) (July 1991-December 1991)

Many individuals and organizations including the Royal Ontario Museum donated articles to the Museum.

Acquisitions

Acquisitions

A total number of **150** acquisitions of exhibit articles were made during 1991 and added to the Museum's permanent collection including purchases, donations and objects fabricated by staff or volunteers. This number reflects a decrease in the number of articles acquired as compared to previous years. The reasons for this are fewer exhibits being offered (two in 1991 as compared to three in 1990), more articles being fabricated by skilled staff, decreased use of commercially available items, and greater outreach into the community for loans. As a result the exhibits have taken on a new, unique or "custom-made" look.

Articles acquired for exhibit use have been broken down as follows:

<u>Exhibit</u>	<u># Purchases</u>	<u># Donation</u>	<u># Fabrications</u>	<u>Total</u>
In My Neighbourhood		41	43	9
Hamilton and Its				93
Twin Cities	33	14	10	57

Donations

Approximately 58 donations were received by the Children's Museum during 1991 from numerous individuals and organizations. Donations included those acquired for exhibit use (see above chart) and a donation of two Red-eared Slider Turtles, complete with tank, food, and equipment, which have become a popular exhibit in themselves. Of particular note is the donation of an antique/used working cash register from Different Drummer Book store.

Loans - Incoming

Approximately 22 sources loaned material for the exhibit "In My Neighbourhood" including;

- CHCH TV
- City of Hamilton
- ▶ Public works (Beautification)
- ▶ Fire Department
- ▶ Hamilton Street Railway
- ▶ Traffic Department
- Bank of Montreal
- Region of Hamilton-Wentworth
- ▶ Police Department
- ▶ Waterworks
- Outdoor Education Centre, Hamilton Board of Education
- Hamilton Board of Education
- Hamilton-Wentworth Roman Catholic Separate School Board
- Museum Volunteers
- Bell Canada
- Canada Post
- Seven-Eleven Stores
- The Hamilton Spectator
- Proctor Manor Nursing Home
- Toledo Scale
- A & P, Centre Mall

Approximately 3 sources loaned material for the exhibit "Hamilton and Its Twin Cities" including:

- Mastermind store
- A kite-maker
- Canusa Office

Loans - Outgoing

The Children's Museum loaned exhibit material to two non-profit organizations during 1991 including articles for a children's display area at the Mum Shows in Gage Park.

Exhibitions

The Environment

November 6, 1990 - February 15, 1991

Children were presented with many ways to protect and save their world and in their home. Major themes included sounds, smells, and products of a tropical rain forest. A South American fruit bat, on loan from the R.O.M., contributed to the understanding of the role of these mammals. Also on display was a pond ecosystem, housing living fish and turtles. Noise pollution, alternative sources of energy, endangered spaces, and the 4 R's were introduced.

In My Neighbourhood

March 9 - June 21, 1991

Children were shown that there are many exciting things that happen in their neighbourhood. They saw how water and electricity got into their homes. Operating a traffic light and using a telephone booth presented learning opportunities. Activities including sounds of their street, building a structure, buying and selling at a corner store, and community helpers (doctor, police and mail carriers). A historic Post Office was on loan and "operational" during the exhibit.

Hamilton and Its Twin Cities

July 16 - December 29, 1991

The focus of this exhibit was to enlarge the child's own image of the world and to give aid in the development of understanding toward other cultures. Also, the child was given the information needed to live in a multicultural society. Activities included drama centres with puppets, and costumes. Arts showed the mythology and customs of India and Japan. Reading and writing centres introduced concepts such as Japanese writing and language. The child explored our basic needs and compared them to restricted resources in less fortunate countries.

Programmes

In the continuing tradition, **The Hamilton Children's Museum**, has presented exhibitions to be both educational and entertaining for both adults and children. Careful planning, which involved direct and indirect consultation with members from the visiting public, helps to determine the activities which the museum provides.

The year's consultation with area school boards continues to receive emphasis. School board consultants in subject areas such as science, history, and, mathematics provided suggestions and resource material. As always, exhibits were directly related to the curriculum of area school boards in order to be of maximum benefit to teachers.

Marketing and Promotion

- | | |
|-----------|---|
| January: | ▶ Fun Checks start to be used |
| | ▶ New Hamilton Weekly did a review of the "Environment Exhibit. |
| February: | ▶ Quick Takes CHCH TV 11 |
| | ▶ Flower Festival Promo |
| | ▶ Heritage Day Conference, staff took part |
| March: | ▶ Matt Hayes CHCH taping |
| | ▶ CHCH "The Best is Yet to Come" interview with volunteer Mike Kott |
| April: | ▶ New Hamilton Weekly photo shoot |
| | ▶ Volunteer Week, volunteers recognized |
| | ▶ Two volunteers receive provincial recognition |
| May: | ▶ Photo shoot for Kids Toronto |
| | ▶ Participation in Tourism Week |
| | ▶ International Museums Day celebrated |
| June: | ▶ Brabant News in for photo shoot |
| July: | ▶ Anniversary/Birthday party celebrations Kids Summer event with Boris Brott, and Orchestra |
| August: | ▶ Cambridge News Paper did article on site, and exhibit CKOC did review of exhibit Cultural Exchange with Twin City Flint Michigan's Children's Museum, as part of Canusa Games |
| November: | ▶ Mohawk College taping for Cable 14 & Burlington cable |
| December: | ▶ Cable 14 taped exhibit space |
-

The staff developed numerous mailing for P.S.A.'s during the year. These resulted in coverage through articles, listings and photoshoots in all areas of the public media.

Each exhibit and event received attention, with mailings being directed to appropriate locations such as: media, schools, related business and organizations.

Work was done on centralizing this effort, especially for schools by a grant intern from Dundurn Castle.

The new two colour Education Brochure has been widely distributed.

New signs were installed for the site, adding greatly to site identification.

Special Events

- | | |
|---------------|---|
| February 14 | ▶ Valentine's Day card marking |
| March 17 | ▶ St. Patrick's day activity |
| March 20 | ▶ Easter Week Surprise starts |
| June 16 | ▶ Father's Day card making |
| July 21-27 | ▶ Children's Museum 13th Birthday Party in conjunction with Kidsummer 91. Jugglers, magicians and singers entertained the children throughout July 24. |
| August 10 | ▶ Flint Michigan Children's Museum visited our site and put on a number of demonstrations. |
| August 15 | ▶ The Chinese Cultural Association put on a workshop on Chinese writing and crafts. |
| August 17 | ▶ Obon Festival Lantern Making |
| September 15 | ▶ 'Preschool Bookie' puppet show by Images Puppetry |
| October 6-12 | ▶ Fire Prevention Week: Live demonstrations, a rescue truck, free hand outs and a visit by Capt. Squirt greeted visitors |
| October 13 | ▶ Thanksgiving Activity, Make a Thanksgiving turkey craft activity |
| October 19-26 | ▶ Week of the Child: In celebration of this week, two themes were presented: Environmental Awareness and World Peace. Spotless the Dog came on October 19 to represent environmental concerns. On October 24, the children were given the opportunity to make a poster on world peace. Rounding out the week on October 26, costumed visitors told stories to children. Also, volunteers held a session on face painting. |

Special Events ... Continued

- October 27 ▶ Halloween Activity, 'Big Bad Beasties' craft making
- November 10 ▶ World Peace poster making
- November 24 ▶ 'That Special Gift' puppet show
- December ▶ Activities for this month reflected the multicultural theme of the exhibit. Children were given the opportunity to make Chinese New Year dragons, lanterns from India, or Christmas decorations. Pauline Kennedy entertained children with songs and stories on December 15 and Santa Claus along with Spotless visited on December 22. Rounding out the month was the 1992 Calendar Making activity.

In December, Christmas activities such as making a decoration or greeting card from recycled materials were presented on weekends. Santa Claus and Spotless the Dog visited the children and gave away candy canes and environmental booklets. Also, the children could make 1991 calendars from recycled material.

School Kit Services

Kits were still not available in 1991 due to the lack of grant staffing support. The programme was created by and has been administered by grant staff since its inception. A major overhaul will be required as most kits show excessive wear and tear, if the program is to be re-activated.

Professional Development

Staff Training - Courses

<u>Description</u>	<u>In Attendance</u>	<u>Date</u>
Education Seminar - Royal Ontario Museum	Education Officer	January
GST Information Session	Curator	January
Divisional Staff Meeting (Dundurn Castle)	All Staff	February
London Regional Children's Museum	Staff	June
Collection Computerization (Ontario Historical Society)	Curatorial Assistant	September
The Working Back II	Custodian	September
Ontario Historical Society Education Workshop	Curator Education Officer	October
Ontario Museum Association Artifact Course (part of certification program)	Curatorial Assistant	November
Annual Departmental Meeting	All Staff	November
Departmental Training Day	Curator Custodian Education Officer Wintario Intern	November
Human Rights Training Session	Education Officer	November
Special Education Course, Part I	Education Officer	Fall Semester

Conferences

AAM and AYM (Joint Conference - American Association of Museums and Association of Youth) Denver	Curator	May 5-13
Annual OMA Conference Kitchener, Ontario	Curatorial Assistant	October 24-27
Canadian Museum Association Hamilton Assistant	Curator	June Curatorial
Mid-Atlantic Association of Museums October 27-30 Buffalo		Curator*

Staff Appointments

The Curator was re-elected to the position of vice-Chairman of the Association of Professional and Administrative Employees of the City of Hamilton.

The Curator was elected to the position of Canadian representative for the Association of Youth Museums.

In the Curator's absence, Lois Corey filled the position in an Acting capacity from February until the end of April. Tom Minnes from Dundurn Castle temporarily filled the position of Curatorial Assistant.

Julie Galbraith filled a twelve-month Wintario Grant position as Education Assistant, funded by the Ministry of Culture and Communications.

Tanya Marie Rankin has joined the staff as Education Assistant under the Ministry of Community and Social Services programme

- The Curator spoke to the Education Committee at their annual meeting and assisted in the co-ordination and evaluation of three "Hands-on" interactive museum spaces in Rochester, N.Y.. This was a day long bus tour, with assignments at each site and a general reporting back format.

Research

Library

Approximately 30 books were acquired and added to the Museum research library during 1991. Most of these books were purchased for use in exhibits and several were purchased or donated for general reference.

The Museum continues to add to its magazine files with subscriptions to National Geographic, Owl, Chickadee, National Geographic World Magazine, Zoo Books, and "Hand-to-Hand".

The library cataloguing system was streamlined with subsequent training of two volunteers and one staff person in the cataloguing process. With this extra assistance over 200 books were catalogued, reducing the current backlog of unprocessed library material. An audio/video file catalogue and storage system was also established. The majority of all available audio/video material has now been catalogued and stored.

Research on each exhibit is co-ordinated by the Education Officer. Documents are prepared for in-house use by staff and volunteers. Age appropriate activity booklets are prepared for each exhibit's visitors.

Staff visits for exhibit research purposes and contacts were made to:

- Iroquois Settlement Site at Crawford Lake
- Woodland Indian Centre in Brantford
- Native American Centre for Living Arts Education Assistant
in Niagara Falls, N.Y. Curator
- Utica, New York Children's Museum; The
Discovery Centre, Binghamton, N.Y. and The
Discover Centre in Syracuse Education Assistant
- London Region Children's Museum Education Assistant

Community Support

Volunteers

A Youth Core Volunteer programme was continued this year. It is composed of teen and pre-teen children whose function is to offer advice, make recommendations, and aid in the construction of exhibits. The Museum benefitted from the assistance of many volunteers both in exhibition preparation and as members of the Long Range Plan Study.

Volunteers ... Continued

Federal, provincial, and municipal departments were helpful in the preparation of each exhibit. Such departments provided suggestions, research material, and activity centre resources. Private business also made several donations of material.

Staff Support Placement Programs

The Board of Education for the City of Hamilton and the Hamilton-Wentworth Roman Catholic Separate School Board provided many talented students who contributed valuable skills to many facets of the museum. Bishop Ryan High School provided two student volunteers who sided in exhibit interpretation and special events. They gave 25 hours each throughout the summer as part of the community involvement portion of their Religion Course.

W.O.W. (Canadian Jobs Strategy Work Orientation Workshop) - a 5 week summer student placement in conjunction with the Native Women's Centre, Hamilton.

- Wintario Grant - Funding for twelve month full-time internship.
- Senior Talent Bank - volunteer.
- Ministry of Community and Social Services - receptionist assistance for summer student and Education Assistant for year long term.

Partnerships

The Curator was invited to Sheridan College to observe the Computer Graphics Department. This was the first in a project to team the museum and the department.

Outreach

The Education Officer presented a workshop to the Wentworth School Board on a P.D. day based on work done at the museum. Curator met with staff from Burnaby Museum concerning Children's Museums.

HAMILTON MILITARY MUSEUM REPORT

THE HAMILTON MILITARY MUSEUM

The **Hamilton Military Museum** celebrated its 15th anniversary in 1991. The Museum is located in Battery Lodge, originally the gatekeeper's house for Sir Allan MacNab's estate of Dundurn. The galleries depict a wide variety of uniforms, equipment and weapons used in Canada, with some artifacts dating as early as the beginning of the nineteenth century. All three services of the Armed Forces are represented.

There are curriculum relevant programmes available for grades 4 through high school, along with a general programme for younger children. Some Girl Guide and Brownie badges are taught at the Museum and there are fun outings for Cub and Beaver evenings. An hour programme, along with a party meal at the nearby McDonald's Restaurant can also be arranged through the Museum for special occasions such as birthdays.

Statement of Purpose

The Hamilton Military Museum is owned and operated by the Corporation of the City of Hamilton under the direction of the Department of Culture and Recreation and will serve primarily the residents of Hamilton and surrounding areas.

The museum has been established to collect, preserve, research, house, exhibit and interpret, according to museums standards, all those objects which best serve to illustrate the military history and traditions of Canada from the Loyalist period to ca.1792, using local examples wherever possible. It will promote public awareness of the collection through exhibitions, tours, programmes and written documentation, however, the building and objects on display will never be at risk as preservation will always be the first concern.

This statement may not be altered without the consent of the Corporation of the City of Hamilton.

Attendance and Revenues

<i>Category</i>	<i>1989</i>	<i>1990</i>	<i>1991</i>
Adult	15,709	14,803	12,993
Senior	2,644	2,511	2,311
Student	2,234	2,206	2,160
Child	6,394	6,541	5,799
Programmes	3,500	3,063	3,076
Subtotal	30,481	29,124	26,339
			= -2,785 or -9.6% over 1991
Guests	989	832	815
TOTAL	31,470	29,956	27,154
			= -2,802 or -9.4% over 1990

Attendance, excluding guests, decreased in 1991 in all categories except for programmes which remained virtually unchanged. Some of the decline appears to stem from fewer visitors using the combined admission ticket issued to them from Dundurn Castle.

Attendance Visitor Survey

<i>Category</i>	<i>Ticket Admissions</i>	<i>General Admissions</i>	<i>Guests</i>	<i>Programmes</i>	<i>Total</i>
Adult	12,478	515	669	27	13,689 50.4%
Seniors	2,207	104	38	0	2,349 8.7%
Students	2,043	117	49	125	2,334 8.6%
Children	5,515	284	59	2,924	8,782 32.3%

As a percentage of the total attendance, child, student and senior visitors increased slightly while adult visitors declined by 1.5% over 1990.

Revenue Admission Fees

<i>Category</i>	<i>1989</i>	<i>1990</i>	<i>1991</i>
At-the-door	1,379 \$ 1,502.50	1,040 \$ 1,276.50	1,020 \$ 1,327.83
Programmes	3,550 \$ 4,052.40	3,063 \$ 3,776.55	3,076 \$ 3,935.34
Combined Tickets	25,605 \$ 6,047.20	25,021 \$ 5,554.05	22,243 \$ 5,324.20
TOTAL	\$11,602.10	\$10,607.10	\$10,587.37

Admission revenue decreased by only 0.2% (\$19.73) over 1991, in spite of an attendance decline of 9.4%. The revenue remained stable because of programming price increases while the attendance in those programmes remained steady. Another factor was the slight increase in some combined admission ticket prices. It would appear that the attendance decline is largely due to a greater percentage of visitors not using the tickets issued at Dundurn.

It should also be noted that 50% of the admissions revenue is generated from cash customer/programmes at the Museum.

Grants

Ministry of Culture & Communications Operating Grant:
(+2.9% over 1990)

\$23,351.00

Canadian Museum Association Bursary:

213.67
\$23,564.67

Gift Shop

Gross Revenue	1988	1989	1990
	\$ 3,827.91	\$ 5,066.43	\$ 5,395.29

Net revenue after stock purchases: \$3,011.05

Total Revenue From All Sources

Admissions:	\$10,587.37	= 26.8% of total revenue
Sales:	\$ 5,395.29	= 13.6%
Grants:	\$23,564.67	= 59.6%
	\$39,547.33	

Total revenue is + \$1,180.80 over 1990 or +3.1%. The percentage derived from each of the three sources is almost identical to 1990.

Collections Management

223 artifacts, from 28 sources, were acquired by donation or purchase in 1991. These included:

- watercolour paintings of military subjects ca.1866, including winter dress in Canada, military life and the Fenians
- a collection of local material, e.g. military land grants, photographs, transferred from Dundurn Castle.
- several personal diaries from World War I
- medals issued to Matron Annie Boyd of Hamilton, including the Royal Red Cross Medal, both First and Second Class

These acquisitions raise the total collection to approximately 6,640 artifacts, of which approximately 400 (6%) are on display at any one time in the Museum. Both the number of sources and the total number of artifacts acquired increased over those for 1990.

A new Collections Management software programme was purchased in 1991. "Comma" (Collections Management for Military Artifacts) was developed by the Canadian War Museum specifically for military collections and is compatible with the national database CHIN (Canadian Heritage Information Network). At this time the Military Museum staff continue to work with manual records which are being converted to match the new system. Full computerization of the collection will have to wait for additional equipment and staff.

Loans

Short term loans were made to the following organizations and institutions in 1991:

- Battlefield House, Stoney Creek
- Joseph Brant Museum, Burlington
- HMCS Star, Hamilton
- Opera Hamilton
- Royal Hamilton Military Institute
- Veterans Affairs Canada, Hamilton
- Macassa Lodge, Hamilton
- Cameron Highlanders of Ottawa Museum
- Hamilton/Scourge Project, Hamilton
- Hamilton Mum Show Committee
- Dundurn Castle, Hamilton
- Legislative Assembly of Ontario, Toronto

The incoming loans register was carefully reviewed in 1991 with regard to long-term loans. Most institutional loans have now been returned. Loans from the few private lenders who have not been traced over the last several years, or loans with no source information, were transferred to the main collection in 1991 as abandoned artifacts.

Conservation

The following items have been sent to the Heritage Branch of the Ministry of Culture and Communications for conservation, at no cost to the Military Museum:

- early nineteenth century cocked hat
- mid-nineteenth century cocked hat

The Military Museum has begun a programme to convert a large collection of silver nitrate negatives to safety film. Although currently stable at the moment and well stored, the negatives do present a long-term safety hazard. Approximately 110 negatives ranging in size from 3 feet to 9 feet in length were processed in 1991.

Wheels and trucks on the small exterior artillery pieces were turned and coated/painted as appropriate. Wooden carriages were painted as necessary.

Storage

In 1991 older shelving units were replaced with new metal shelving. All shelving is receiving a new lining of microform and new plastic curtaining to reduce dust.

At the instigation of the security company a new, more efficient, alarm system has been installed.

Exhibitions

The Military Museum undertook several gallery changes to allow the Museum to present a series of rotating exhibits in the lower floor gallery. This resulted in the permanent exhibitions being confined to the upper floor galleries. This space reduction for the permanent exhibitions forced the elimination of displays after ca. 1939.

Approximately 50% of the labels in the permanent gallery have been converted to a bilingual format. The translation was provided at no cost by Liliane Grantham from Aylmer, Quebec. The Museum hopes to continue this project in 1992.

Temporary

Two new exhibit cases were constructed for the lower floor temporary displays gallery so that most artifacts would remain protected under glass while on exhibition.

The first show was The Art of War, a display of military paintings, watercolours posters and prints installed in conjunction with Hamilton "Arts Awareness Month" in May.

It was succeeded by The Sound and the Fury dedicated to the history of the Royal Canadian Artillery in the Hamilton area. A hand-out accompanied the exhibit.

A third show was installed in October honouring the Royal Canadian Army Medical Corps.

Temporary ... Continued

The small ground floor built-in case was refurbished with new carpet and paint. It was changed three times during 1991:

- recent acquisitions
- a display honouring the 50th anniversary of the Royal Canadian Air Force (Women's Division)
- a small diorama scene for Christmas of two figures ca.1960 at a regimental "dining-in", along with a seasonal hand-out

Outreach

In 1991 the Hamilton Military Museum provided off-site exhibitions to the Legislative Assembly of Ontario, the Royal Hamilton Military Institute and to Veterans Affairs. These presentations enabled additional items from storage to receive some public viewing. They were designed, mounted and labelled by Museum staff.

A general one-case display was installed at the Legislative Assembly of Ontario for six months. It featured items from the Fenian Raids to World War I and represented all three services.

Hamilton-Scourge Project

In the fall of 1991 Hamilton City Council approved a motion appointing the Curator of the Hamilton Military Museum interim Curator of the Hamilton-Scourge Project. This appointment in no way alters how the archaeological dives or the Project itself operates. It does, however, provide a curatorial staff member and exhibition space within the Hamilton Military Museum to display any artifacts relating to the Project. This is the first step toward creating a permanent public exhibit on the two War of 1812 warships.

Educational Programmes

Two new information sheets were developed for the general visitors, in conjunction with two of the temporary exhibits. One was a self-guided map of the installed artillery pieces on the grounds and the other concerned postal services at Christmas during World War I. Both will continue to be used as hand-outs for the high school "Life in the Trenches" educational programme.

Educational Programmes ... Continued

For the children a new variation of the "spy map" was designed for returning children who had done the other two versions. The changes in the permanent exhibitions resulted in many of the existing gallery games having to be revised.

Events

- February ▶ Heritage Day was celebrated with a free button for everyone and a special gallery game for the children

- March ▶ Activity sheets kept many children occupied during March break. The Museum opened on summer hours for the 9 days. Attendance was up 63.9% over 1990 for the Break

- April ▶ For Easter there was a hand-out for adults and a free small chocolate egg for the children who participated in the activity sheets

- May ▶ International Museums Day was celebrated as part of National Tourism Awareness Week with free admission on Saturday May 18 and free "Hamilton Military Museum" buttons

Outreach

In May the Curatorial Assistant was the guest speaker for a luncheon lecture to the Rotary Club of Dundas. The presentation, "An Officer and a Gentlemen", complemented a talk on the ordinary soldier given the previous year to the same group.

The Curator also delivered a paper on educational programmes in military museums to the annual meeting of Moscow area military museums held at the State Museum-reserve of Borodino.

Promotions

While the return to temporary exhibits resulted in the loss of permanent displays devoted to World War II, it provided a greater opportunity to promote the Museum through flyers for the changing exhibits. The Museum would like to raise local public awareness of the facility and its programmes, a problem identified in visitor surveys conducted in both 1990 and 1991.

The Military Museum staff revised and distributed the joint museums brochure outlining Girl Guide and Brownie programmes for 1991. Staff also developed a compatible joint brochure for Boy Scout/Cub/Beaver programmes as well. Both of these brochures were professionally printed for the first time.

In July the Hamilton Military Museum moved to professionally printed tickets for the combined admission programme with Dundurn Castle. The tickets include the name of the museum and operating hours. It is hoped that this will serve as a reminder to use the tickets for those unable to visit both museums on the same day.

Hamilton Military Museum staff met with several individuals and groups to promote the Museum's various programmes and services. They included:

- History co-ordinator for the Hamilton School board
- Hamilton-Wentworth Separate School Board teachers from various grade levels and subject areas
- Hamilton School Board Grade 7 and 8 history teachers

Professional Development

One staff member was sent to each of:

- The Organization of Military Museums of Canada annual conference, CFB Gagetown, New Brunswick
- The Ontario Museum Association annual conference, Kitchener
- The Canadian Museums Association annual conference, Hamilton
- The Moscow area annual military museums meeting, Borodino Russia

Training

All staff attended a half day Divisional Staff Training Day in February and an all-day Departmental Training Day in November.

Training ... Continued

An in-house half day training session was held for interpreters working at the Military Museum. There was also an orientation tour for summer staff working at Dundurn Castle.

The Curator attended:

- City of Hamilton seminars on Bill 208 and Accident Investigation
- Ontario Historical Society Workshop on exhibits
- Canadian Conservation Institute seminar on disaster planning

The Curatorial Assistant attended:

- seminar in Toronto "Human Learning and Development"
- City of Hamilton seminars on Bill 208 and Accident Investigation
- Ontario Historical Society workshop in exhibits
- Ontario Historical Society workshop "Education and Ministry Curriculum Guidelines"

The Custodian attended:

- City of Hamilton seminars on Bill 208 and Accident Investigation
- two-day St. John Ambulance standard first aid course
- two-day CPR course
- Canadian Conservation Institute seminar on disaster planning

Research

Library

The library holdings continued to expand through both donations and purchases. Approximately 36 books were purchased both on military history and museological subjects. 43 books/magazines were donated to the library from 4 sources while another single donation consisted of over 550 volumes.

In spite of adding extra shelving to the office area, space limitations have meant that material relating to the eighteenth century, as well as general volumes on World War II, have had to be boxed and stored. The rest of the library remains available not only for the staff but for the public as well for in-house use by appointment.

The manual cataloguing of the library continued in 1991 with the indexing of periodicals. This project will continue into 1992.

Office

Research and general office administration improved in 1991 with the addition of important new equipment: a fax machine and a modem with electronic mail capabilities through the Ontario Museum Association TRILLIUM Network. In addition word processing software was up-graded to Word Perfect 5.1.

Gift Shop

In spite of a decrease in attendance, gift shop sales increased in 1991. New products introduced this year included:

- Battle of Vimy Ridge print
- Books: "Hamilton Medical Unit"
"To Spread Their Wings"
"Weapons of War"
"Aerial Combat"
"Artillery Tactics"
"Broadsides and Bayonets"
"Canadian Cap Badges"
"Arms and Uniforms", World War II
"Crimean War"
"In Search of a Better 'Ole" (Bruce Bairnsfather)

With the return to temporary exhibits, the Military Museum gift shop is unable to feature related gift shop items for some exhibits complementing the show's theme.

The gift shop, as well as the surrounding entrance hallway and the two public washrooms, were painted in 1991 through City Hall Property Maintenance.

The Hamilton Military Museum and The Canadian War Museum

The report on the Task Force on Military History Museum Collections in Canada was released in the spring of 1991. The report supports greater ties between the Canadian War Museum and other related institutions. To that end, consultation with the Canadian War Museum resumed in the fall of 1991. It is anticipated that a "Memorandum of Co-operation" between the two institutions will be signed early in 1992.

HAMILTON MUSEUM OF STEAM & TECHNOLOGY REPORT

THE HAMILTON MUSEUM OF STEAM AND TECHNOLOGY

The **Hamilton Museum of Steam and Technology** is the City of Hamilton's youngest museum having been opened in 1983. The site is committed to providing a range of community-based services including: public volunteer, and school programmes; and an extensive programme to collect, preserve and investigate Hamilton's industrial heritage.

The museum was established to preserve the 1859 Hamilton Waterworks Pumping Station, the first waterworks in Hamilton, the first publicly owned waterworks in Ontario and the only remaining facility of its era in North America.

The museum preserves and interprets the industrial heritage of the Hamilton region with a particular focus on the history of the Waterworks and other public works, the lifestyle of Hamilton workers and the products of the region's industries.

The original waterworks has been declared a National Historic Site, and a National Engineering Historic Site. It has also been protected by a heritage easement under the Ontario Heritage Act.

Statement of Purpose

The Hamilton Museum of Steam and Technology is owned and operated by the City of Hamilton under the direction of the City of Hamilton, Department of Culture and Recreation.

The Museum has been established primarily to preserve the 1859 Hamilton Waterworks Pumping Station consisting of the Engine House, the Gartshore Beam Engines, the Boiler House and Woodshed. In addition, through exhibition, the Museum will interpret to the general public, the history of the Waterworks, past and present, its founders and the impact of the industrial and social growth of Hamilton.

The organization will collect, conserve, preserve, exhibit, interpret, and research the buildings, all machinery and artifacts owned by the Museum according to acceptable museum standards and regulations. It will educate and inform the public through tours, promotion, programmes and written documentation. Although all possible demonstrations and activities will be developed as interpretive programmes, these will never be at the risk of the buildings and objects in the collection, the preservation of which will always be of the first concern.

Statement of Purpose ... Continued

Furthermore, the ancillary building, or woodshed, will exhibit steam engines that demonstrate the changes in and varied uses of steam technology. The engines on display must relate to Hamilton's industrial heritage or be unique (or rare) examples of changes in steam technology. Static displays will interpret the restoration of the Gartshore engines(s) with the involvement of the Institute of Power Engineers, Hamilton branch, Pump Group.

This statement may not be altered without the consent of the Corporation of the City of Hamilton.

Attendance & Revenues

Visitation

1991 was the most successful attendance year in the history of the Steam Museum, with a final total of 10,396 visitors. The museum continued the pattern of rapid expansion in attendance which began in 1988.

Attendance at the HMST for organized and more heavily marketed activities (such as educational programming and special events) accounts for 60% of all visitation as compared to less than 40% a few years ago.

Casual visitation accounted for only one-third of the HMST attendance in 1991. The relatively low number of casual visitors is likely due to a combination of factors: the current recession; a severe decline in tourism; and increased competition for the general public's leisure time (hence a preference for special events).

If the HMST is to continue to experience attendance growth the staff will need to expand their efforts in marketing public programming, exhibits and special events (which were highly successful in 1991). At the same time, the museum must make new efforts to encourage casual visitation, through mechanisms such as an expanded exhibit programme.

Attendance By Admission Category 1989-1991

<i>Category</i>	<i>1989</i>	<i>1990</i>	<i>1991</i>
Free*	1,500	2,182	1,506
Membership	N/A	N/A	N/A
Adult	2,648	2,727	2,887
Senior	928	779	769
Student	412	404	434
Child	1,205	1,568	2,087
Other**	N/A	961	2,713
TOTAL	6,693	8,621	10,396

- * Note: "Free" includes all children under 5 years of age, supervisors of booked groups, visitors using free passes or members cards. The decline in this category is very largely due to changes in tracking visitation. Many visitors formerly counted here are now considered "other users".
- ** Includes all visitors to events for which no admission is charged (i.e. Golden Horseshoe Live Steamer Days) or where charges are waived (e.g. volunteer group meetings or school groups participating in test programmes). The very large growth in this category is due to two factors: increased popularity of free special events (at the expense of regular paid casual visitation); and better tracking of free visitation.

Attendance By Programme Type

1991 1990

Group Visitation	Vis.	% Tot.	Vis.	% Tot	/-
School Groups	1,262	12.14	712	8.27	+550 (+77.25%)
Summer Camps	448	4.31	55	0.64	+393 (+714.55%)
Community Groups	661	6.36	430	4.97	+231 (+53.72%)
Bus Tours	106	1.02	113	1.31	- 7 (-6.19%)
"Special" Tours	303	2.91	78	0.90	+225 (+288.46%)
TOTAL	2,739	26.35	1,388	16.09	+1359(+97.33%)
Special Events	2,919	28.08	2,052	23.80	+867 (+42.25%)
Seasonal Programmes	789	7.59	166	1.93	+615 (+370.48%)
Meetings	395	3.80	295	3.42	+100 (+25.76%)
Casual Visitation	3,554	34.19	4,893	56.74	-1339-27.37%)
GRAND TOTAL	10,396		8,623		+1773 (+20.56)

Visitor Survey Attendance *

	1990	1991
Adults	50%	47%
Children	27%	34%
Seniors	15%	12%
Students	7%	7%

- * Note: These percentages reflect paid visitation only. The shift to greater numbers of children visitors reflects strong growth in school and community visitation.

Residence **

Hamilton	50%
Ontario	37%
U.S.	6%
Canada	4%
Eurasia	3%

- ** Note: The detailed market survey conducted in 1989 was not repeated in 1990 or 1991. Smaller, shorter term surveys were taken to confirm last year's figures and to detect trends.

- Staying in Hamilton 4%
- Staying with friends in Hamilton 4%
- Passing through 7%
- 13% are special interest visitors or 'steam buffs'

During the March Break, a team of McMaster University business students conducted a visitor survey at the museum. Based on preliminary results, the survey discovered that the great majority of visitors lived outside Hamilton. This indicates that promotion efforts directed regionally are proving effective.

Admissions

	1989	1990	1991
Individual *	\$ 6,605.00	\$ 6,699.55	\$ 7,191.01
Groups	659.35	1,119.36	2,806.20
TOTALS	\$ 7,264.35	\$ 7,818.91	\$ 9,997.21

* Note: Includes membership fees. In 1990, 38 memberships were taken out. Roughly, 400 of the free admissions reflect visitors using membership passes.

Total Revenue from All Sources

Admissions	\$ 9,997.21
Gift Shop	\$ 2,644.52
Memberships	\$ 392.70
Grants	\$ 13,740.00
TOTALS	\$ 26,774.43

Total Operating Expenses

\$ 216,658.65

Collections Management

Donations

The museum received a number of important donations during 1991. Through these donations, the museum is beginning to document the industrial heritage of the greater Hamilton area.

Donations ... Continued

The museum acquired a small collection of Hamilton glass including two pieces which can be confidently attributed to the Hamilton Glass Works. Taken together, the collection illustrates a representative sample of glass production techniques. The donation is a direct outgrowth of the museum's recent temporary show, "A Gather of glass".

The former owner of Mercain Machining in Burlington donated an extensive collection of machine tool plans and detail drawings dating from 1900 through 1950.

The museum has also received a belt driven drill press manufactured by John Bertram and Sons of Dundas Ontario. The drill was used for many years by the Sewage Treatment Plant in Hamilton which had converted the tool to be driven by an electric motor (a common modification). John Bertram was trained by John Gartshore (builder of the 1859 Hamilton Waterworks engines). While Gartshore moved to Toronto, John Bertram stayed in Dundas and established a very successful machine tool company. This belt driven drill press is both a classic design and the first Bertram tool to be donated to the museum.

July was a banner month for donations to the Hamilton Museum of Steam and Technology. The museum received, from Halton Ceramics Ltd. of Aldershot: a circa 1910 lathe manufactured by the London Machine Tool Company of Hamilton; a circa 1910 rotary drill press made by the same company, a circa 1910 threading machine manufactured by John Bertram and Sons of Dundas; and a Foster Clay Pot making machine.

The pot making machine, designed and patented by the Foster Clay Pot Co. of Hamilton, was the first automated pot machine patented in North America. This particular machine was used in the Foster plant until the factory was destroyed by fire in the 1970's.

All of the tools were driven by belts and overhead shafting. Much of the drive system, which is becoming increasingly rare, was still in use up to the time when the material was received by the museum. The museum has recorded the factory layout using video and still photography. The museum has received some of the drive system as well as various patterns and moulds.

Donations ... Continued

A very important donation of mid-19th century lithographs of steam engines was received. The author is noted in the field of Canadian (and especially Ontario) industrial history and long time support of the museum. The donation will be on display in 1992 as part of the exhibit: **Through Artist's Eyes**.

Finally, the museum acquired a bound volume of illustrations to accompany an 1842 treatise on millwork and machine tools. The museum had previously acquired the three volume text and was fortunate to acquire the books of plates.

Incoming Loans

In 1991, the museum once again received the enthusiastic support of the Hamilton Model Engineering Club for its **Model Engineering Show**. The individual members of the club loaned the museum dozens of steam engine models from their collections for the duration of the exhibit.

As part of the **A Gather of Glass** exhibit, the museum relied on the support of a number of local glass collectors. Without the loan of over 200 items, the exhibit would not have been possible.

Conservation

In the Autumn of 1991, the museum undertook the development of a conservation report on the 1859 Pump House, Boiler House, Chimney and associated equipment and engines. This report will form the basis of a cost Share Agreement with the Canadian Parks Service.

The report will be prepared by a team headed by Martin Weaver, the noted conservation consultant. The staff of the City for Hamilton Architectural Division will be providing project management help.

In 1991, the museum purchased an additional recording thermohygrograph. The museum is now able to keep an instrument in each of its storage areas on a permanent basis.

Conservation ... Continued

Staff also devoted considerable effort to the stabilization of the machine tools received in donation from the Hamilton Ceramics Ltd. In consultation with conservators at the Ministry of Culture and Communications and the Canadian Conservation Institute, layers of decayed dirt and grease were removed while protecting the original paint.

Staff also assembled new shelving in two of the artifact storage areas, substantially relieving overcrowding.

Exhibitions

Temporary

A Gather of Glass - In February, the museum closed its Fall/Winter temporary exhibit: **A Gather of Glass**. The exhibit highlighted: Hamilton's long history of glass-making; the skill of the glass blowers; and the intricacies of glass collecting as a hobby.

The Model Engineering Show - Working in cooperation with the Hamilton Model Engineering Club, the museum mounted a new collection of working steam and gas engine models from the holdings of the museum and private individuals. Highlights of the show included: a model sawmill powered by a model steam traction engine; four radio controlled aircraft models; two models built for National Film Board films; and two dioramas (created by father and son) built in **matchboxes**.

During the exhibit, staff and volunteers mounted a range of special events, activities and demonstrations including the construction of a radio controlled sailboat in the gallery; and the operation of steam and hot air engine models.

American Waterworks Association - The museum participated in the American Waterworks Association, Ontario Section's Annual Conference as a delegate and exhibitor. The conference was held at the Royal Connaught and was attended by hundreds of waterworks professionals from across Ontario. Members of staff mounted and staffed a travelling exhibit at the conference. A number of delegates visited the museum and were struck by the 1859 Gartshore Pumping Engines.

Permanent

Demonstration Station - In 1991, the museum constructed a demonstration station in the Boiler House. Patterned somewhat on the demonstration areas at the Ontario Science Centre, the area is used to show model steam engines in operation. Using the models, staff can interpret: working class life, the growth and layout of 19th century factories, the principles of steam power and the joys of steam modelling.

The station has proven to be an enormous success as part of all aspects of the museum's programming. Over the next few years, the museum will incorporate more models and dioramas.

To make room for the station, the Gage Park diorama has been removed to the Woodshed. It will undergo a major restoration before it takes over an expanded role in the museum's education programme.

Boiler Mock-Up - As part of a new hands-on activity area in the Woodshed, the museum staff constructed a mock-up of a section of a small late 19th century boiler room, including a vertical boiler, coal bin, and fire tools. The boiler room is located adjacent to a small steam engine and air compressor.

The mock-up has become an important part of the museum's education programming, allowing staff to interpret the working day of a stoker or fireman.

Programming

Educational

As noted above, two new activity areas at the museum (the demonstration area and boiler mock-up) were incorporated into education programming. The two areas were designed to be adaptable to present and future programming. Activities in both areas have been included in the junior level general science programme and the intermediate level social science programme. Both have proven to be successful and well received by teachers and students.

Educational ... Continued

The new areas have been developed out of two objectives: an on-going effort to make the education programming at the museum more activity-oriented; and a belief in the need to keep the programmes fresh and innovative.

Public

Summer Programming

In the summer of 1991, the museum developed a summer day camp programme for booked groups. This programme, which included two completely new activities (a hands-on activity in a mock-up of a boiler house and a map reading exercise on the museum grounds) has been geared to the day camp audience. The programme was very successful and will be actively promoted next year.

Special Tours

An exciting highlight for museum staff in 1991 was the tour of the facility given to delegates from the Canadian Museum Association. Considerable interest in the site and the City of Hamilton's commitment to heritage preservation was expressed.

March Break

The March Break was extremely popular with the public. Roughly 800 people visited the museum over the school vacation (an increase of 450% over the last year). The museum offered a range of children's activities and demonstrations.

Christmas

For the first time, the museum developed special Christmas activities for visitors. Visitors, young and old, used the trip to the museum to experiment with 19th century toys and games which illustrated scientific principles.

New Programmes

Staff used the new demonstration space to operate small scale steam models--to the delight of visitors of all ages. In order to make room for the new programming area, reception desk and gift shop area were moved and re-organized.

1991 Special Events

Bottle Identification Day

As part of the exhibit: **A Gather of Glass**, the museum held two **Bottle Identification Days**. Members of the public brought items to the museum for examination, advice and comment by local collectors. The events were well received by the public and extensively covered by the local media.

Golden Horseshoe Live Steamer Steaming Days

The closing of the **Model Engineering Show** was marked by the opening of the Golden Horseshoe Live Steamers railway for the 1991 season. The opening received very good media coverage and was attended by over 400 members of the public. The members of the GHLS remarked, once again, on the success of their agreement with the museum for use of the museum grounds.

The museum held steaming days roughly every fourth Sunday from May through October. The opportunity to see large scale model steam locomotives operating on a track attracted large numbers of visitors, many from Toronto, Kitchener and Niagara Falls.

Omlet

In September, the museum and the GHLS sponsored the Ontario Model Locomotive Efficiency Trials (OMLET). This is a province wide competition which tests the skill of engine drivers and the quality of the model locomotives. The competitor who travels the greatest distance during a fixed time using the smallest quantity of coal is the winner.

OMLET has been held for several years but 1991 is the first year it has been held in Hamilton. The museum and the GHLS will sponsor the event again in 1992.

Annual Antique Steam and Gas Engine Show (July 28 and 29)

The Annual Antique Steam and Gas Engine Show was held this year on the weekend of July 27 and 28. The show was favoured by strong media support and excellent weather. As well, the show is developing a solid core of loyal exhibitors. As a result, slightly over 1200 visitors and 90 exhibitors attended the two day show. This is an increase of about 20% over last year's record breaking attendance. A number of American visitors (including one couple from Kentucky) attend the show and congratulated the museum on the quality of the show.

Annual Antique Steam and Gas Engine Show ... Continued

The show is made possible through the support of the Hamilton Historical Machinery Club (and especially Keith Alquire the president of the club), the Hamilton Model Engineering Club and the Golden Horseshoe Live Steamers. As well, the efforts of the entire staff and a small number of dedicated individual volunteers made the show a success.

Publicity and Promotion

In 1989, a major visitor survey was conducted. In 1990 and 1991, smaller scale surveys confirmed the results summarized below:

Hamilton <u>Spectator</u>	25%	Other	3%
Word of Mouth	17%	<u>Live Steam</u>	2%
Other Newspapers	13%	Television	2%
Repeat Visitor	12%	CAA Guide	1%
Road Sign	9%	Radio	1%
Brochure	6%	Ontario Tour Book	1%
Posters	5%	Culture & Recreation referral	1%
Tourist Centre	1%		

Staff Training and Development

In mid 1991, museum was connected to the Trillium Network, an electronic and database network operated by the Ontario Museum Association. The network connects the museum to 50 museums in Ontario and hundreds of museums and databases all over the world. Staff use the system daily to exchange information with area museums.

The Curator was re-appointed Secretary to the Council of the Ontario Museum Association at the 1991 Annual general Meeting in Kitchener-Waterloo. He will step down from this position at the 1992 AGM, having served on the Council since 1989.

Conferences

In late August, the Curator attended the American Association for State and Local History Annual Conference in Dearborn, Michigan. The conference included several behind the scenes tours of the Henry Ford Museum/Greenfield Village. This institution has a world class collection of industrial artifacts of all kinds. The Curator had the opportunity to discuss conservation and operating policies with the Curator of Industry and the Chief Conservator at the site. As well, the Curator attended sessions on Moving and Conserving Large Objects, Operating Historical Machinery, and Collections in Historical Buildings. The Curator also took the opportunity to tour the museum and village exhibits and to tour the Henry Ford Estate.

The Ontario Museum Association Annual Conference was held in Kitchener-Waterloo in October. Because of the close proximity, the museum took the opportunity to send all staff members to at least part of the conference. Staff commented on the quality of the conference and appreciated the opportunity to become informed about the current state of museum issues.

Courses and Seminars

One of the museum's Historical Interpreters attended a workshop on Media Relations mounted by local Association of Volunteer Managers. The one-day course was very useful and has led to some immediate changes in museum procedures.

An Historical Interpreter at the museum attended an Ontario Historical Society workshop, "Exhibits on the Cheap", in Mount Hope. The workshop will be of direct value to the staff member in her work with the museum's changing exhibits.

The Curator attended a one-day course on "Human Rights in the Workplace" presented by the Human Resource Department of the City of Hamilton.

The Curator attended a one-day meeting with selected staff of the Culture and Recreation Department and the Systems Department regarding the development of a departmental management system.

The Custodian attended the OMA Certificate Course, "Care of Collections", at the Joseph Brant Museum in Burlington. The course will assist the Custodian's work in preserving the artifacts in the museum's collection.

Courses and Seminars ... Continued

The Curator attended two workshops on Strategic Planning in Kingston and Toronto. The workshops were offered through the Ontario Heritage Alliance and were attended by Board members of a number provincial heritage associations and Ministry of Culture and Communications staff. The workshop provided training in long range planning methods and an opportunity to meet with and discuss issues with other heritage professionals. The second part of the workshop will be held in Toronto in April.

Staff Appointments

The museum welcomed Denise Beare, a summer grant employee, to the staff. Denise re-organized the museum's research library. She will continue to work at the museum through the Spring of 1992.

Research

Research remains an important activity at the Steam Museum. Although research is generally driven by specific requests or the demands of the public programmes, efforts continue to be made on several long term projects: a research database on Hamilton industry; a research database on industrial processes; a site history for the Hamilton Waterworks; a comparative study of Canadian Waterworks.

Library

In addition to the archival material acquired in 1990 (specifically the Rowley and Waterworks collections), the museum research budget provided for the purchase of a number of industrial history or steam technology textbooks. Many of these are reprint editions. In addition, subscriptions to special interest, industrial history and museological periodicals were renewed.

Community Support

Volunteer Groups - The museum continues to work with three volunteer groups totalling more than 80 members. The museum values the working relationship with groups towards projects of mutual interest.

Volunteer Groups ... Continued - The Hamilton Model Engineers Club continues to meet at the museum. The Curator takes the opportunity to meet with the members and discuss the status of museum projects with the group as a whole and informally with interested individuals. This club has grown substantially over the last few years, nearly doubling its membership.

As mentioned elsewhere in this report, the Golden Horseshoe Live Steamers, in association with the museum, continued to operate its track on the museum grounds. The group continues to grow in size and hopes to expand the track in the future. In the meantime, the club and the museum will work together on 8 special events in 1992.

In 1991, the Curator was given an honorary membership in both the Hamilton Model Engineering Club and the Golden Horseshoe Live Steamers.

Staff also work with the Hamilton Historical Machinery Club. This organization undertakes a large share of the work associated with mounting the Annual Antique Steam and Gas Engine Show.

The museum will continue to facilitate the activities of these every energetic clubs and very much appreciates their volunteer efforts.

Individual Volunteers - Several individual volunteers made significant contributions to the work of the museum in 1991.

The museum would like to thank Jack Richardson and especially Norman Makin for their work in the development and maintenance of our model steam engine programme. Their expertise has proven invaluable.

The museum gratefully acknowledges the dedication of Derek Fallowfield and Tom Stewart who operated their large scale model steam engines at the museum throughout the year in support of some of the museum's special programming.

In 1991, Steve Bratina began work on a major restoration of one of the museum's models in order to return it to display quality. Mr. Bratina has put many hours into this project and he should be congratulated on his efforts.

Finally, many of the museum's special events would not be possible without the volunteer efforts and support of the families of the museum staff: Dave Nimmo, Evie Nimmo; Catherine Nimmo; Lori Ann Bell; Jill Wood; and Jane Kerr-Wilson.

WHITEHERN REPORT

WHITEHERN

Rarely do circumstances permit such an authentic portrayal of the past, as can be found at **Whitehern**. Formerly the home of the McQuesten family, Whitehern was donated, preserved and opened as an historical house museum in 1971. The house, stable and gardens, as well as all personal possessions and furnishings, have been kept intact allowing a true depiction of Canadian family life as it evolved for over a century (1852-1968).

Whitehern has been declared a National Historic Site, and has been designated under the Ontario Heritage Act. Owned and operated by the Corporation of the City of Hamilton, the museum is committed to the preservation, investigation and presentation of the McQuesten collection as it relates to Hamilton's heritage.

Steadily growing audiences and community support attest to the site's popularity with residents and visitors of Greater Hamilton. The site reaches a diverse audience including the casual visitor, researcher, collector, and child. Curriculum relevant programmes are available for pre-school to post-secondary school levels. Theme tours and workshops are arranged for community groups. Special events, seasonal displays and lectures augment the regular programme.

Statement of Purpose

Whitehern is owned and operated by the City of Hamilton under the direction of the Department of Culture and Recreation.

Whitehern, originally owned by the McQuesten family, was given to the City of Hamilton in 1968. A legal agreement between the last surviving members of the family and the City outlined the terms of the bequest. It stated that Whitehern be kept open as a "period piece" and be "maintained as a memorial to Dr. Calvin and the Honourable Thomas Baker McQuesten."

Whitehern (with its original furnishings, garden, stables, and family possessions) has been preserved in accordance with the bequest agreement to depict the domestic life of three generations of the McQuesten family (1852-1968), who were notable for their "industry, enterprise, and public service".

Statement of Purpose ... Continued

The museum will preserve, research, exhibit and interpret "in situ" those objects which were donated within the McQuesten bequest. The museum will also collect, preserve, research, exhibit and interpret additional objects which are documented and deemed to be significant additions to the McQuesten collection and archives.

All restoring, collecting, interpreting and exhibiting will be done in harmony with the documented research of the site to ensure an accurate presentation of the McQuesten family and their home. All such work will be done in keeping with museum standards and regulations so that the building and collection will not be subject to damage.

The museum will serve the residents and visitors of Greater Hamilton by informing and developing public awareness of exhibits through guided tours, interpretive programmes, special events, promotions, and written documentation.

This statement may not be altered without the consent of the Corporation of the City of Hamilton.

Attendance and Revenues

Admission Summary

<i>Category</i>	<i>1986</i>	<i>1987</i>	<i>1988</i>	<i>1989</i>	<i>1990</i>	<i>1991</i>
Adult	2,727	3,455	2,990	3,446	3,304	3,786 (38.7%)
Senior	1,545	1,190	1,085	1,216	1,237	1,242 (11.7%)
Student	467	520	335	620	861	777 (7.9%)
Child	2,719	3,353	3,552	3,903	3,878	4,075 (41.7%)
TOTAL	7,458	8,518	7,962	9,185	9,280	9,780

Attendance and Revenues ... Continued

Whitehern has achieved an impressive 30% rise in attendance over the past six years. Previous attendance records have been surpassed each year since 1989. This increase may be attributed in part to the following:

- the development of a wide range of educational programmes for community and school groups
- the development of popular special events appealing to family audiences
- increased promotions including newspaper advertisements, and especially the printing and distribution of brochures, flyers, and press releases.

Admission Breakdown

<i>Year</i>	<i>Paid</i>	<i>Complimentary *</i>	<i>Total</i>
1986	5,373	2,085 (28.0%)	7,458
1987	6,432	2,086 (24.5%)	8,518
1988	6,132	1,830 (23.0%)	7,962
1989	6,634	2,551 (27.8%)	9,185
1990	6,834	2,422 (26.1%)	9,280
1991	7,279	2,501 (25.6%)	9,780

* Includes: special event admissions, children under 5 years of age, escorts of booked groups, and visitors using free passes

Group Tours

Whitehern has achieved a 74% increase in booked groups over the past six years. This increase is directly related to the successful development, implementation and promotion of educational programmes for a variety of community and school groups.

1986	144 Groups	1989	207 Groups
1987	168 Groups	1990	236 Groups
1988	188 Groups	1991	250 Groups

Group Tour Breakdown

CATEGORY	1989	1990	1991
Adult	18 Groups	27 Groups	33 Groups
Senior	15 Groups	18 Groups	20 Groups
Student	26 Groups	37 Groups	27 Groups
Children	148 Groups	154 Groups	170 Groups
TOTAL	207 Groups	236 Groups	250 Groups

Revenue

General Admission	\$11,578.41
Other Revenue (Postcards)	125.37
MCC Community Museum Operating Grant	26,771.00
Donations at the Door (Unsolicited)	113.65
Other Donations ▶Hamilton Musicians Guild	632.50
▶Hamilton Spectator	482.50
▶CMA Bursary Programme	643.95

Total Revenue From All Sources

1991 ▶	\$40,347.38
(1990 ▶	\$37,373.98)

Total Operating Expenses

1991 ▶	\$191,900.00
(1990 ▶	\$178,560.00)

Collections Management

A number of collections management projects were completed in 1991, with emphasis placed upon conservation treatment of works of art on paper and textiles. As well, various projects were undertaken to improve on-site storage conditions, care of collections, and the collections work room.

Conservation Treatment

Conservation initiatives beyond the daily preventative conservation routine, included the contracting of conservators and the accomplishing of a series of projects in-house.

Conservators specializing in the treatment of textiles and works of art on paper were contracted to perform conservation treatments on specific artifacts. The following artifacts received specified conservation treatments in 1991:

- 12 watercolour paintings, were cleaned, de-acidified, and re-matted into acid-free materials;
- 6 drawings (pencil/charcoal/wash) were cleaned, de-acidified, and re-matted into acid-free materials;
- the aubusson tapestry carpet, continued to receive on-going treatment.

Preventative

In-house projects included improvements to the storage and collections work areas, and improvements to the care of fragile artifacts on exhibit. The following projects were completed:

- shelves were installed in the metal storage area, formerly the bathroom off the master bedroom. Built above the bathtub, the shelves multiplied the storage capabilities of the room without causing damage to its historic finishes
- collections stored in the print and metal storage rooms were inspected, cleaned, and reorganized
- the modern kitchen stove was removed from the collections-work area, and equipment, such as a filing cabinet, artifact cart, and cupboard space were procured
- numerous fragile artifacts, including over 30 original photographs and costumes, were removed/rotated from permanent exhibition
- a dehumidifier and air conditioning unit were purchased to control humidity and temperature levels in the exhibit areas

Loans

The museum made numerous short-term loans to museums, private researchers and students for exhibit, research and educational purposes. The following loans were made in 1991:

Loans ... Continued

- microfiche copy of McQuesten correspondence
- collection of photographs (T.B. McQuesten)
- slides (interior details, T.B. McQuesten)
- outreach slide programme
- tea services
- meat covers
- silverware
- reference materials (i.e. Forgotten Builder video, T.B. MCQuesten book)

Acquisitions

Whitehern is a documented site with a closed collection of McQuesten family furnishings and personal possessions. The museum limits collecting to artifacts which are directly related to the McQuesten family and Whitehern.

In 1991, several acquisitions were made by donation. They included two watches: one nickel cased Birk's Omega pocket watch circa 1930 with the inscription "T.B.M."; the other, a ladies 14K wristwatch circa 1912 with the inscription "H.B. McQuesten 1916".

Seven McQuesten Roses: were also acquired by donation and a set of curtains (reproduction for the master bedroom) were acquired by purchase.

Building Conservation and Maintenance

Capital Project

Two grant applications, Access to Archaeology and CFIP, were completed. If successful, these grants will secure additional funds for Whitehern's capital work project.

Several inter-departmental meetings, with the Architect's and Museums Divisions, were held. Information and a strategy, considering Whitehern's restoration project, were discussed and outlined. Project "Terms of Reference" and tendering will be completed early in 1992.

Restoration of the Front Porch

The restoration of the front porch was successfully completed. This project, identified as an urgent priority in the Quadrangle Building Conservation Study (1990), involved dismantling of the front porch steps and foundations, reassembling and repointing. The work was completed in the most appropriate, historically sensitive, and museologically sound manner.

West Museum Room

In order to improve the utility and general appearance of the west exhibit room, the built-in display units were removed. Once removed, some interesting materials (i.e. original wallpaper) and indications (location of closets) of considerable interest, were exposed. Quadrangle Architects Limited was commissioned to undertake an assessment of the areas exposed, recording the findings and speculating on their interpretation. Stud extensions were added to secure a partial wall (historic material) immediately. Further restoration of this area will proceed as funding permits.

Miscellaneous

The room of the 1930's addition, office area, required further repair. During the spring thaw, water leaked through it in several areas. Damaged areas, including the plaster ceilings, were repaired. This badly deteriorated roof will undergo complete restoration during capital work in 1992/93.

The Property and Maintenance Department continued to paint areas of the building. In 1991, the east and west museum rooms, the front portico and the storm windows were painted.

Garden Conservation and Maintenance

The historic gardens were magnificent thanks to the prudent maintenance programme of the Parks Beautification Section staff. The gardens featured an increasing number of perennials as more flower beds were planted to match their former 1930's appearance. The new plant material included seven McQuesten roses which were planted in the heart-shaped bed.

Garden Paths

The garden pathways were covered with asphalt and pea gravel as recommended in the Quadrangle Building Study (1990). This new surface, while sympathetic to the historic setting, has resulted in a vast improvement over the former cover of loose limestone fines. Most significantly, damage to interior hardwood floors due to tracking and abrasion, and, slipping due to excessive muddiness have been eradicated.

Tree Removal

Two diseased Mountain Ash trees were removed from the garden. Growing adjacent to the building, their roots, had been damaging the foundation walls. Repairs to the foundation will be conducted within the scope of the capital project.

Programming

Interpretation and Education

Group bookings have increased by more than 70% over the past six years. The steady process of developing educational programmes and building a core of supportive group leaders encouraged valuable feedback. The responses received were very supportive and useful in the process of developing and revising programmes. Various programmes were adapted in 1991 including the ESL and badge programmes. Programmes offered to booked groups included:

Homes and Gardens

A package tour with Dundurn Castle and the Royal Botanical Gardens, highlighting Whitehern, the home of T.B. McQuesten, founder of the R.B.G.

100 Years of Christmas

A package tour for motorcoach tours in conjunction with Dundurn Castle and Battlefield House highlighting an Edwardian Christmas at Whitehern.

Work and Play

Preschool and kindergarten level programme, highlighting the lifestyle of the McQuesten children and their servants.

Interpretation and Education ... Continued

Toys and Leisure

Primary and junior level programme, introducing popular leisure time activities of the McQuesten children at Whitehern.

Changing Lifestyles

Junior and intermediate level programme, covering the technological changes which affected the McQuesten family over three generations at Whitehern. Although available year-round, this programme was highlighted during the "Week of The Child".

The McQuesten Family and Their Community

Junior and intermediate level programme, introducing the many contributions made by the McQuesten family to their community in the areas of industry, public works, culture and charity.

An Edwardian Christmas

For all grade levels, highlighting turn-of-the century Christmas traditions and decorations.

English as a Second Language Programme

Senior and post secondary level programme designed to meet the language skills of the students.

Special Needs

Designed to meet the varied physical and mental capabilities of the group.

Interior Design

Senior and post secondary level programme, highlighting furniture arrangement, window treatments, wallpapers and interior finishes.

Collectors Tours

Post secondary level programme, focusing on furnishings.

Badge Programmes

Programmes meeting the requirements of the Toy Maker and Needleworker badges for Girl Guides and Brownies.

Seasonal Programmes

In 1991, Whitehern was successful in reaching a wide public audience of various ages, interests and capabilities. Tours highlighting the domestic lifestyle of the McQuesten family were conducted daily by costumed Historical Interpreters. Throughout the year a number of special seasonal programmes were offered. Public programmes offered in 1991 included the following:

Public Lecture: Heritage Day

In celebration of Heritage Day, Whitehern hosted a lecture about the "Public Works of T.B. McQuesten" presented by guest speaker, John Best.

Edwardian Romance

The "Edwardian Romance" programme featured piano music in the drawing room, children's valentine card making workshop and a display of McQuesten family valentines.

March Break

The week of March Break was very successful with an increased attendance of 60% over last year. A number of learning activity centres for children ages 4-12 were offered. These centres included puzzle, toy, game and role-playing activities.

Mother's Day Tea

Sunday, May 12, Mother's Day, featured music in the drawing room, refreshments, and an opportunity for children to make a special craft for their mother.

Hospitality Day

Whitehern participated in the "Hospitality Day" open house programme in conjunction with "National Tourism Week" and "International Museums' Day".

Hamilton's 145th Birthday

In celebration of Hamilton's 145th Birthday, Sunday, June 9, refreshments in the garden, and house tours, emphasising the development of Hamilton as a City, were featured.

Father's Day

Sunday, June 16, Father's Day, offered a programme encouraging children and Dads to tour Whitehern, to participate in a craft workshop, and to take part in games of badminton, croquet and crokinole in the gardens.

Seasonal Programmes ... Continued

Garden Tours and Activities

Tours of the gardens, highlighting their historical development over three generations, and outdoor games, including badminton and croquet, were available throughout the summer.

Ribbon-Cutting Ceremony

The completion of the Front Porch Restoration project was celebrated with a ribbon-cutting ceremony and garden reception on August 16.

Week of the Child Programme

Throughout the week October 19-26, a number of learning activity centres on the theme of "Changing Lifestyles" were offered for children ages 4-12.

Book Launch

Whitehern hosted a book launch and Christmas Open House evening on December 11. The book launched was John Best's Thomas Baker McQuesten: Politics, Public Works and Imagination.

Christmas Tours, tours of the home decorated for a turn-of-the century Christmas with special emphasis upon the McQuesten family's traditions.

Other

The Ontario Architectural Conservancy held its bi-annual T.B. McQuesten Awards ceremony and reception at Whitehern. Owners of local heritage buildings were acknowledged for their successful restoration and preservation projects.

In May, Whitehern was visited by Gerta Hnatyshyn, the Governor General's wife. Her Excellency, received a personal tour and was presented with Roland Barnsley's book "T.B. McQuesten".

In June, Whitehern hosted an outdoor reception for delegates of the Canadian Museum Association conference's pre-conference sessions. Guests participated in a garden reception and toured the museum.

Other ... Continued

Two groups, teachers and students, from the Peel Board of Education previewed the "Changing Lifestyles Programme". This programme complimented a "pilot unit" which the Peel Board was in the process of designing.

The staffs of various sites visited Whitehern to share research and programme ideas. The sites visiting Whitehern in 1991 included Dundurn, Ireland House (Burlington), Myrtleville House (Brantford), Fort York (Toronto), and McAuley Heritage Park (Picton).

Special Events

The year was marked by seven highly successful special events set in Whitehern's historic gardens. The arrangement of these events was assisted by a variety of community organizations including The Hamilton Spectator, The Hamilton Musician's Guild and The Department of Culture and Recreation - Senior Carousel Committee. The special events generated excellent media promotion and benefitted the site by attracting many first-time visitors. The special events scheduled in 1991 were as follows:

Easter Egg Hunt

On Easter Sunday, Whitehern hosted a community Egg Hunt in the gardens. Twenty volunteers assisted with the event.

Seniors Carousel Garden Teas

In June, Seniors' Month, two Seniors Carousel Garden Teas were held at Whitehern. These events, funded by the Department of Culture and Recreation, featured entertainment by singer Corry Steenkist and "The Sing-A-Longs".

Garden Concerts

In July and August, Whitehern arranged two garden concerts featuring the String Quartet Panache and the Hamilton Wind Quartet. These excellent quality performances were partially funded by the Hamilton Musicians Guild.

Special Events... Continued

20th Anniversary Garden Party

Whitehern celebrated 20 years as an historic house museum with a well attended "20th Anniversary" Garden Party. The event featured an anniversary cake, garden tours, children's activities and a concert performed by the Playford Players. It was co-sponsored by the Hamilton Spectator and the Hamilton Musician's Guild.

Garden Party

A second garden party in August, featured garden tours, musical entertainment featuring "The Celebration Brass", and children's activities on Sunday, August 25. The event was co-sponsored by the Hamilton Spectator and the Hamilton Musicians' Guild. The Hamilton Spectator article following the lecture generated greater community exposure for the museum.

Promotions

1991 offered numerous opportunities to publicize Whitehern in the community. The staff were involved in a variety of promotions including outreach presentations, television and radio interviews, and publicity events. The purchase of a fax machine and laser printer has improved the efficiency of sending museum information and updates to various community groups and local media on a regular basis.

Whitehern staff promoted Whitehern at: Heritage Day Celebrations (City Hall), National Tourism Awareness Week Reception, Microcosm (Dundurn Castle), Seniors Carousel Opening Ceremonies (Limeridge Mall), and at St. Joseph's Villa (Dundas). Furthermore, Divisional staff represented Whitehern at various trade shows including: Travel Expo (Buffalo), Canadian Consulate Show (Buffalo), and Tourism Awareness Week (Eastgate Square).

Whitehern benefited from the divisional distribution of promotional material. This included the mailing of Educational Brochures to local schools and the promotion of the Travel Trade Package Tours.

Regular mailings of press releases and flyers announcing programmes and special events were sent at regular intervals throughout the year to the local media, tourist information booths, libraries, school boards, churches, businesses and related organizations. These mailings were very successful in promoting the museum's special events and programmes.

Promotions ... Continued

Flyers and press releases issued in 1991 included the following: T.B. McQuesten Lecture; Edwardian Romance; March Break Activities; Easter Egg Hunt; Mother's Day Tea; Father's Day; Seniors Carousel Garden Teas; Toys and Leisure Programme (Day Camps and Playlots); Work and Play (Care-givers); Garden Concerts; Garden Parties; Week of the Child; and, Edwardian Christmas.

Museum staff contributed articles to various newsletters (i.e. Museum Insite, The Insider) and were interviewed on the local media, including Channel 11 (Midday Show), Cable 14 (What's Happening), The Hamilton Spectator, and CKOC-radio. Further media interviews were conducted with John Best, author of T.B. McQuesten, Public works, Politics, and Imagination, who willingly promoted Whitehern along with his book.

Professional Development and Training

The Whitehern staff consisted of three full time positions (curator, curatorial assistant, and museum cleaner) and two part-time positions (historical interpreters). Throughout the year, the staff was augmented with one additional part-time historical interpreter (through the summer) and two additional part-time historical interpreters (during the Christmas season). In addition, twenty volunteers and one co-operative education student assisted with special events and educational programmes. Throughout 1991, the museum staff attended the following conferences, course and seminars.

Conferences

APT

The curator attended the Association for Preservation Technology's "Museums in Historic Buildings Symposium" in New Orleans, Louisiana from September 22-25. The symposium focused on issues relating to the delicate balance between the preservation of collections and historic buildings. A Canadian Museum Association's Bursary was received toward the cost of this symposium.

Conferences ... Continued

OMA ANNUAL CONFERENCE

The curatorial assistant attended the Ontario Museum Association's annual conference in Kitchener in October. The conference "Museum World '91 - a theme park of ideas for the 1990's" discussed the challenges, opportunities and threats posed to museums in the 1990's.

Courses, Seminars and Workshops

Media Exposure

The curatorial assistant attended a one-day "media exposure" workshop in the spring. The workshop offered many practical ideas for the establishment of good relations between the media and community organizations.

Human Learning Development

The curator and curatorial assistant attended a one-day , OMA workshop entitled human learning development. It offered theories of human learning and development and their implications for the museum environment.

Disaster Planning

The museum's cleaner and curator attended a one-day Disaster Planning workshop offered by the Canadian Conservation Institute. The course will assist the staff in preparing the museum's disaster plan.

Using Local Heritage Resources

The museum's interpretive staff attended a full day workshop "Using local heritage resources to meet Ministry of Education Curriculum Guidelines" offered by the Ontario Historical Society. The workshop will assist the museum in using local heritage resources to complement Ministry of Education guidelines.

Deck the Halls

One of the museum's interpreters attended a full day OHS workshop entitled "Deck the Halls". The workshop discussed the celebration of a traditional Canadian Christmas relevant to the site's "Edwardian Christmas" programme.

In-House Training

Staff Meetings

Staff participated in monthly staff meetings, a divisional training day, and departmental workshops. Here staff were updated on various issues relevant to the site, division and department. Topics discussed included programmes, care of collections, research, and health and safety. Several speakers were invited to present topics such as staff security procedures (Police Sergeant, Hamilton-Wentworth Police) and museum trends of the 90's (Manager / Curator Doon Heritage Crossroads).

Orientation Programme

Three new staff and one co-operative education student received a week-long orientation to the site prior to assuming their duties. Areas covered included historical background, collections information, programmes, customer service, security, and health and safety.

Volunteer Training

Volunteer staff attended a training session prior to commencing their work at special events. Training included an orientation to the site, description of special events, assignment of job descriptions and preliminary event preparations.

Staff Outing

In September the staff toured Doon Heritage Crossroads. The turn-of-the-century village was very interesting as its restoration date is contemporaneous to Whitehern. During the visit Doon's Education staff shared many interesting and valuable programming ideas.

Other Training

Health and Safety

The curator attended two half-day training sessions relating to health and safety, "Bill 208" and "Workplace Safety" offered through the Human Resources Department.

Management Skills

The curatorial assistant attended a two-day course entitled "Conflict Resolution" offered through the Human Resources Department.

Other Training ... Continued

Civic Charity Fund Committee

As a member of the Civic Employees Charity Fund Drive committee, the curatorial assistant attended a full-day training course in preparation for the October fundraising campaign.

Exhibitions

Permanent

Work began in 1991, on a major project to overhaul the two museum rooms.

Artifacts were removed from four cases, in the west museum room and one case, in the east museum room. Subsequently, the five built-in cases were dismantled and removed. They will be replaced with a series of free-standing display units, after the historic fabric has been stabilized, and the original closets have been rebuilt. Upon completion, this project will improve the exhibit conditions for artifacts and will enhance the general appearance of the museum rooms.

Many of the artifacts previously exhibited in the display cases were integrated within the period room settings. These artifacts included several perfume bottles, vases, and books, jewellery boxes, framed pictures, and a darning egg.

The family tree display, located in the east exhibit room was dismantled and redesigned. The new display, utilizing reproduction photographs, has allowed for the removal of light sensitive originals from permanent exhibit.

As a period setting, few changes were made to the restored rooms of the house. However, seasonal changes were made and several embellishments were added to various rooms throughout the year. These included: the display of winter and summer dresses and accessories; the addition of reproduction plants, fruit and food; and fresh and dry flower arrangements.

Temporary

A temporary exhibit of Ruby McQuesten's watercolours and drawings (1890-1911) was mounted in May in conjunction with "Arts Awareness Month". The exhibit highlighted a portion of Whitehern's storage collection and the former Hamilton Art School. The display consisted of Ruby's art exercises, studies and paintings dating from her years as an art student and following graduation.

In February, a collection of turn-of-the-century McQuesten Valentine's Day cards were exhibited in conjunction with the "Edwardian Romance" programme.

From mid-November to the end of December, Whitehern was decorated for a turn-of-the-century Christmas. The displays included original McQuesten Christmas cards in the library; a 14-foot tree decorated with reproduction ornaments, family gifts, and stockings in the morning room; the dining room decorated and set for Christmas dinner; and, flowers, natural wreaths, garland and arrangements of various greenery.

Temporary displays promoting Whitehern and the City of Hamilton Museums were set-up away from the site of several occasions throughout the year.

Research

Museum staff continued to conduct research on the history of the building, grounds, collection and McQuesten genealogy. This information has been applied to site maintenance administration, interpretation notes, programmes and exhibits. Research projects included the revision of guide notes (basement hall and lounge), investigations of utilities and leisure activities, and the development of a glossary of terms.

Additionally, museum staff have facilitated research projects of the general public. On this basis, museum staff have provided resources and have conducted investigations on various topics including furnishings, toys and genealogy.

Publications

A new book T.B. McQuesten: Public Works, Politics and Imagination, Best, J., was published by Corinth Press. This hard cover biography, complete with over 48 pages of historical photographs and 197 pages of footnoted text, relied heavily upon primary sources available at Whitehern, i.e. original letters, scrapbooks, and photographs. Thoroughly researched and documented, the book is a most significant contribution to the museum's research library.

A McMaster university graduate student has selected the McQuesten papers as the basis of her Ph.D. dissertation, "The Whitehern Women and their Letters". The project will encompass the period of industrialization, Confederation, the Boer War and the two World Wars, and will analyze the effects of these events from the women's perspective.

Access To Archives

The process of transcribing 10,000 handwritten McQuesten papers into a typed format on computer disc was commenced with the volunteer assistance of a McMaster undergraduate student, in September. This volunteer project was intensified by the end of the year, with the hiring of a Research Assistant, on a 12 month/part-time contract. Although an enormous undertaking, once completed, this project will be invaluable to researchers of countless facets of Canadian History.

Library

The reference library grew with the addition of 150 slides and 80 photographs. the slides were prepared for two lecture presentations about "Whitehern's Historic Gardens" and "The Public Works of Thomas McQuesten". The photographs were taken to record the restoration of the front porch, the resurfacing of the garden walkways, and public programming.

In addition, the museum budget provided for the purchase of several reference books and subscriptions to museological journals and newsletters.

Community Support - Grants/Sponsorship

The Hamilton Musician's Guild donated \$632.50 to cover the partial performance fees of four garden concerts, featuring the Hamilton Wind quintet (July 11), The Playford Players (July 28), "Panache" (August 11), and the Celebration Brass (August 25).

The Hamilton Spectator donated \$482.50 and free advertising (six quarter page ads) towards "Whitehern's 20th Anniversary Celebration" (July 28) and "Garden Party" (August 25).

The Local Architectural Conservancy Advisory Committee granted a sum of \$3,000.00 toward the cost of the front porch restoration project.

The Canadian Museum Association awarded a \$643.95 bursary to assist with payment of the APT Museums in Historic Buildings Symposium.

The YWCA supported Whitehern by making equipment and facilities available during the museum's special events.

Allan Candy Company Limited and The National Bakery, offered Whitehern substantial discounts on chocolate Easter Eggs and Gingerbread cookies used during the Easter Egg Hunt and Christmas programmes.

Volunteers

Twenty dedicated volunteers assisted with special events throughout the year. Their enthusiasm and support was an enormous asset to the site.

Alan Case, a volunteer for over five years, was recognized by the Ministry of Culture and Communication for his service at special events at the City of Hamilton museums.

One volunteer, working one afternoon per week, assisted with the transcription of the McQuesten papers. This project, once completed, will facilitate access to this research information.

A student, from Bishop Ryan High School, assisted with educational programmes five afternoons per week during her co-op placement at the site. Her assistance with the preparation of programmes was invaluable.

A former member of the Hamilton Historical Board and author of the recently published T.B. McQuesten: Public Works, Politics and Imagination, volunteered his time to present a public talk about T.B. McQuesten.

Media

Whitehern's special events and programmes received excellent promotion in the local media. The following are just a few examples of this support.

CHCH-TV 11 featured Whitehern on the "News", "the Midday Show" and "A Bit About". Events covered included; the front porch ribbon cutting ceremony; the launching of T.B. McQuesten: Public Works, Politics, and Imagination; and a Garden Party and Christmas programme.

THE HAMILTON SPECTATOR highlighted various Whitehern activities including the restoration of the front porch "Renovations Strengthen Whitehern", T.B. McQuesten book "A man of vision for Hamilton", public programmes "Best Bets" and Garden Parties.

WEST HAMILTON JOURNAL regularly listed upcoming special events and programmes. Photographs of the March Break programme, summer garden activities, and the porch restoration were featured.

CABLE 14 kept viewers informed of Whitehern's programmes on the public service bulletin board and on the "What's Happening" show.

CKOC, *CHAM*, and the *NEW HAMILTON WEEKLY*, highlighted Whitehern's Christmas programme and various special events regularly throughout the year.

HAMILTON PUBLIC LIBRARY



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